



# HOMWORK HOURS STUDENT APPLICATION

Today's Date: \_\_\_\_\_

## STUDENT INFORMATION

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Grade: \_\_\_\_\_ Age: \_\_\_\_\_

Sex:  Female  Male

Home Address: \_\_\_\_\_

City: \_\_\_\_\_, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Student's E-mail Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Student's Cell: \_\_\_\_\_

## PARENT INFORMATION

Mother/Guardian's Name: \_\_\_\_\_

Home Address

*(If different from student's):* \_\_\_\_\_

City: \_\_\_\_\_, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mom's Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Employer's Name: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

City: \_\_\_\_\_, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Father/Guardian's Name: \_\_\_\_\_

Home Address

*(If different from student's):* \_\_\_\_\_

City: \_\_\_\_\_, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Dad's Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Employer's Name: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

City: \_\_\_\_\_, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**AUTHORIZED FOR PICK-UP**

Please list below anyone who is authorized to pick up your child. Note that Brainworks Learning Lab will only release students to authorized persons on this list.

NAME	RELATIONSHIP	PHONE NUMBER

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Please indicate below any medical condition, allergy, etc that your child may have:

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# HOMWORK HOURS POLICIES & PROCEDURES

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## FEES PAYABLE TO BRAINWORKS LEARNING LAB

Fees shall be calculated at a rate of \$\_\_\_\_\_ per month.

### FYI

Brainworks Learning Lab does not have a restroom within the facility. There is a public restroom down the hall and around the corner past Brooks and Company. Please have your child use the restroom prior to their session so that students don't have to leave the facility during their session.

## CANCELLATION OR RESCHEDULING OF SESSIONS BY BRAINWORKS

It is not the intent of Brainworks Learning Lab to make changes to the structure of the child's schedule. However, in some cases it may be necessary that classes be canceled or rescheduled. These include but are not limited to sickness of staff, death, inclement weather, or any other reason which prohibits classes from being taught.

## PAYMENT

Payment shall be made at the time of registration in order for a child to participate.

Accepted methods of payment:

Credit/Debit Card

Card Type:  Visa  MasterCard  Discover

Card Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

Name on Card: \_\_\_\_\_ 3 Digit Security Code: \_\_\_\_\_

Check

Bank Draft *(Requires a Voided Check)*

Other \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# FREQUENTLY ASKED QUESTIONS

- **What is “Homework Hours”?**

“Homework Hours” allow students to complete school assigned homework, work on projects, and reinforce skills using Internet based software. It does NOT provide childcare or tutoring services. An adult will be available at all times to assist students, or answer questions. This adult may or may not be a certified teacher, but will be an adult qualified to assist students with homework and/or projects.

- **When is “Homework Hours”?**

“Homework Hours” take place Monday-Thursday 3:00-6:00 PM. Saturdays 9:00-12:00 AM

- **How do I register my child?**

Students may register and sign a contract agreement online at [www.brainworkslearninglab.com](http://www.brainworkslearninglab.com), or at our facility in the old coke building.

- **Can my child bring a drink or snack?**

No outside food or drink is allowed within the Brainworks Learning Lab facility.

- **What will my child do during “Homework Hours”?**

Students attending “Homework Hours” must be engaged in an academic activity at all times. It is important that students are respectful of instructional sessions that will take place during “Homework Hours”. There will time to complete homework, work on projects or research, review skills on the computer.

- **Who will be responsible for my child during “Homework Hours”?**

Students will be monitored by an adult staff member at all times.

- **Does my child need to bring their own supplies for projects?**

Your child is welcome to bring their own supplies; however, Brainworks Learning Lab will have a variety of materials available for projects at an additional cost.

- **How will my child save work completed while at Brainworks Learning Lab?**

Work completed at the lab will need to be saved on a personal flash drive. Students may not store documents on the lab computers.

- **Will my child be able to print or copy documents at Brainworks Learning Lab?**

Students may print or copy documents for a small fee per page.