

This application form is a legal document. It must be accurate, complete and signed by the parent, legal guardian or independent student. All information will be treated confidentially. In recognition of PIPA requirements, the supervising authority can only use the personal information collected on this form for the purposes of approving, monitoring and supervising a school program.

PROGRAM CHOICE (SELECT ONE)

- | | | | | | |
|---------------------------------------|--|---|---|--|---|
| <input type="checkbox"/> Kindergarten | <input type="checkbox"/> BlendEd Gr. 1-6
BASIC | <input type="checkbox"/> BlendEd Gr. 1-6
ENHANCED | <input type="checkbox"/> BlendEd Gr. 7-9
ENHANCED | <input type="checkbox"/> Online Gr 1-6 | <input type="checkbox"/> Home Education |
|---------------------------------------|--|---|---|--|---|

STUDENT INFORMATION: A student cannot be registered without proof of legal name, age and Alberta residency. A legal document such as: birth certificate, vital statistics document, landed immigrant documents, Canadian citizenship document, passport, student visa or driver's license must be presented with your application.

Legal Surname:	Legal First Name:	Legal Middle Name:
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Preferred Name(s):	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> X	Preferred Pronoun: <input type="checkbox"/> He <input type="checkbox"/> She <input type="checkbox"/> They	Date of Birth:
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<input type="checkbox"/> Canadian Citizen: Please provide one: <input type="checkbox"/> Birth Certificate <input type="checkbox"/> Passport <input type="checkbox"/> Other	Entering Grade:	Are you: <input type="checkbox"/> NEW <input type="checkbox"/> RETURNING	Age on Sept. 1: <i>Must be 4.8 yrs on Sept 1 (ECS) Must be 5.8 yrs on Sept 1 (Gr.1)</i>
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<input type="checkbox"/> Foreign Citizen - Foreign Citizens MUST provide Foreign Citizenship Documents AND Work Visa or Residency documents			
<input type="checkbox"/> Birth Certificate	<input type="checkbox"/> Other	<input type="checkbox"/> Work Visa	<input type="checkbox"/> Residency Documents
AND		Expiry:	
<input type="checkbox"/> Passport			

Aboriginal Self Identification: For further information: www.alberta.ca/first-nations-metis-or-inuit-student-self-identification.aspx or contact Alberta Education at 780-427-8501. If you have questions about the collection of this information, please contact the school.

Status First Nation **Non Status First Nation** **Métis** **Inuit**

FAMILY INFORMATION: The family must be a resident of the Province of Alberta on Sept. 30. It is important to fill out information for each parent or legal guardian, whether or not they are living together, or with the student.

Parent / Legal Guardian (First and Last): *This will be our <u>primary</u> contact	Parent / Legal Guardian (First & Last): *This will be our <u>second</u> contact
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Relationship to Student: <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Guardian <input type="checkbox"/> Other _____	Relationship to Student: <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Guardian <input type="checkbox"/> Other _____
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Student Resides with this parent: <input type="checkbox"/> Yes <input type="checkbox"/> No	Student Resides with this parent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Address:	Address (if different):
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City:	Postal Code:	City:	Postal Code:
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Cell Phone:	Alt Phone: <input type="checkbox"/> Home <input type="checkbox"/> Work	Cell Phone:	Alt Phone: <input type="checkbox"/> Home <input type="checkbox"/> Work
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Email is our primary mode of communication. Please list **ALL** of the emails that you wish to add to your student's account.

Is there a Custody/Parenting Agreement or Guardianship Order in place? <input type="checkbox"/> No <input type="checkbox"/> Yes This application will not be processed until you provide a copy	Is there a Protection Order in place? <input type="checkbox"/> No <input type="checkbox"/> Yes This application will not be processed until you provide a copy
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Emergency Contact (NOT one of the adults listed above):	Relationship to Student:	Phone Number:
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320 19 Street SE, Calgary, AB T2E 6J6

STUDENT EDUCATIONAL PROFILE 2022 - 2023

STUDENT EDUCATIONAL PROFILE: We are not a designated special needs school and do not offer programs suited to students at either end of the learning spectrum. If your student has an IPP, ISP or behavioral plan from their current school, you must provide this to us in order to ensure that Phoenix is able to provide support for your student. Failure to disclose this may result in non-acceptance or the withdrawal of your application.

ADMISSION: The Principal has the authority to determine the placement of each student enrolling or re-enrolling in the school. Whilst the school may continue to admit students of a wide range of abilities and learning needs, the Principal will not offer admission to a student who, in their opinion, will not be able to benefit from the opportunities in the school, or when a student's presence is likely to disturb the learning of other students in the school.

Legal Surname:	Legal First Name:	Language(s) spoken at home:
New Students - Name of previous school:	New Students - Please include your most recent Report Card.	Has your student ever been suspended?

Does your student have: Check all that apply **AND** provide the most current copy of any of these documents

- IPP/ISP ESL Coding: list code(s): _____ Behavioral Plan Current Psych Ed Assessment

Learning Challenges: Briefly describe.

Please supply names of any other professionals involved in the care of this student: SLP, OT, Physio, Psychologist, Physicians, etc

Family Circumstances: Please briefly describe any family circumstances that you wish the school to be aware of.

Medical issues, medication or allergies: We cannot guarantee that Phoenix is an allergen-free zone. Please ensure you or your student carries an epi-pen or inhaler at all times and is able to use it. If your student has life threatening allergies or conditions, you must stay on-site with your student.

DECLARATION: By signing below, I verify that I have the legal authority to register the student identified on this form and that I have identified all of the parents and legal guardians for this student. I declare that I have filled out this application fully and to the best of my knowledge. I also acknowledge that I will notify the school immediately of any changes to any of the information on this form.

Parent Signature:	Print Name:	Date:
Parent Signature:	Print Name:	Date:

If required by a court order, all parents / legal guardians must sign this form.

HOME EDUCATION REGULATION A.R.145/2006
NOTIFICATION FORM
School Act, Section 29

The personal information collected on this form is collected pursuant to the provisions of Section 33(c) of the Freedom of Information and Protection of Privacy Act, R.S.A 2000, cF-25, the Student Record Regulation, A.R. 225/2006 and Section 2 of the Home Education Regulation, A.R.145/2006 (in the case where the collection is done by an associate board) and pursuant to the provisions of the Personal Information Protection Act, the Private Schools Regulation, A.R. 190/2000 and Section 2 of the Home Education Regulation, A.R.145/2006 (in the case where the collection is done by an associate private school) for the purposes of: (a) notifying a School Board or an Accredited Private School that a parent wishes to educate a student in a home education program, (b) verifying that a student is eligible for a home education program, (c) and for providing further particulars on the home education program in which the student will be participating so that the associate board or accredited private school can supervise the program to ensure compliance with the School Act. This information will be treated in accordance with the Freedom of Information and Protection of Privacy Act and the Personal Information Protection Act as applicable and depending on whether the personal information is in the custody of an associate board or an associate private school. Should you have any questions regarding this activity, please contact Zone 6 Services Branch, Alberta Education at 10044-108 Street, Edmonton, Alberta, T5J 5E6 phone: 780-427-5381.

Alberta Education does not require parents who complete a Notification Form to complete a registration form for the associate board or associate private school. Parents choosing blended programs may be required by the school to complete additional forms. Part A and B must be completed by the parents and submitted to the proposed associate board or associate private school. Part C must be completed by the associate board or private school. Parents must be notified in writing of the decision of the associate board or private school to supervise or continue to supervise the home education program within 15 school days of the associate board or private school receiving the Notification Form. Part D must be completed by the parent and submitted to the proposed associate board or associate private school. This part relates to the required descriptions of those components of the proposed Home Education Program that relate to Learning Outcomes referred to in the Home Education Regulation.

PART A Student Information

- Notification of Intention to Home Educate with a new associate board or associate private school.
Notification of Renewal of Intention to Home Educate with the same associate board or associate private school.

1. Legal Surname Legal Given Name(s)

2. Birthdate: (mm / dd / yyyy) 3. Gender (M/F): 4. Registration Date: (mm / dd / yyyy)

5. Student Also Known As: Surname Given Name(s)

6. The name of the student's parent (as defined in the School Act, Section 1(1)(q) and (2)):
(last name) Mother (first name) Mother Home Phone Work/Fax
(last name) Father (first name) Father Home Phone Work/Fax

Family E-mail Address: Alberta Education I.D. #
(To be provided by the school)

7. The address and telephone number of the student:

Street address or legal description (Area code) Telephone number

Community Province Postal Code

The address and telephone number of the parent (if different from the student's):

Street address or legal description (Area code) Telephone number

Community Province Postal Code

8. The address where the education program is to be conducted (if different from the above):

Street address or legal description (Area code) Telephone number

Community Province Postal Code

9. The citizenship of the student and, if the student is not a Canadian citizen, the type of visa or other document by which the student is lawfully admitted to Canada for permanent or temporary residence, and the expiry date of that visa or other document:

10. The estimated grade level of the student: _____

11. The name of the resident school board: _____

12. Education program and name of school or name of associate board or associate private school for the previous school year: _____

13. Is assistance required in preparing the home education program plan? (Check one) Yes No

14. Provide the name of the person(s) providing the home education program or instructing the home education program, if not the parent: _____

15. a) **For associate school boards** – please see note below:

If you wish to declare that you are an Aboriginal person, please specify:

Status First Nations Non-Status First Nations Métis Inuit

Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success. Alberta school boards are also collecting this information pursuant to the same section in conjunction with section 2(1)(t) of the Student Record Regulation and for the same purposes.

For further information or if you have questions regarding the collection activity, please contact the office of the Director, Aboriginal Policy, Policy Sector, Strategic Services Division, Alberta Education, 10155-102 Street, Edmonton AB, T5J 4L5, (780) 427-8501. If you have questions regarding the collection activity by your school board, please contact the School Board Superintendent.

b) For associate private schools (if private school is a Level 2 Accredited Funded Private School) – please see note below:

If you wish to declare that you are an Aboriginal person, please specify:

- Status First Nations Non-Status First Nations Métis Inuit

Alberta Education is collecting this personal information pursuant to section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP Act) as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal learner success.

Pursuant to section 13 and 14 of the Personal Information Protection Act (PIPA), Level 2 accredited private schools in Alberta are collecting this information in order to develop policies, programs and services to improve Aboriginal learner success.

For further information or if you have questions regarding the collection activity by Alberta Education, please contact the office of the Director, Aboriginal Policy, Strategic Services Division, Alberta Education, 10155-102 Street, Edmonton AB, T5J 4L5, (780) 427-8501. If you have questions regarding the collection activity by the school, please contact the school principal.

16. Section 23 Francophone Education Eligibility Declaration

Section 2 (1) of the Student Record Regulation states that:

*To be completed only if associate board is supervising Home Education

The student record of a student must contain all information affecting the decisions made about the education of the student that is collected or maintained by a board, regardless of the manner in which it is maintained or stored including (s) if the parent of a student is eligible to have the student taught in the French language pursuant to section 23 of the Canadian Charter of Rights and Freedoms, a notation to indicate that and a notation to indicate whether the parent wishes to exercise that right.

Pursuant to Section 23 of the *Canadian Charter of Rights and Freedoms*:

Citizens of Canada

- whose first language learned and still understood is French; or
- who have received their primary school instruction in Canada in French have the right to have their children receive primary and secondary instruction in French; or
- of whom any child has received or is receiving primary or secondary school instruction in French in Canada, have the right to have all their children receive primary and secondary school instruction in the same language.

In Alberta, parents can only exercise this right by enrolling their child in a French first language (Francophone) program offered by a Francophone Regional authority.

A. According to the criteria above as set out in the *Canadian Charter of Rights and Freedoms*, are you eligible to have your child receive a French first language (Francophone) education? (Please place an X in the appropriate box.)

- Yes No Do not know

B. If yes, do you wish to exercise your right to have your child receive a French first language (Francophone) education?

- Yes No

PART B Declaration byParent

I/We, _____, the parent(s) of _____ the student, declare to the best of my/our knowledge that the home education program and the activities selected for the home education program will enable the student (check as applicable):

- to achieve the outcomes contained in the Alberta Programs of Study.
 to achieve the outcomes contained in the Schedule included in the *Home Education Regulation*.

In addition, I/We understand and agree that the instruction and evaluation of my/our child's progress is my/our responsibility and that the associate board or private school will supervise and evaluate my/our child's progress in accordance with the *Home Education Regulation*.

I/We understand and agree that the development, administration and management of the home education program is our responsibility.

Parents who provide home education programs acknowledge that there are implications when they choose to use programs different from the Alberta *Programs of Study*:

1. Students may not apply to a high school principal for high school credits.
2. Students may not receive an Alberta High School Diploma.

Any student in a home education program may write a high school diploma examination. However the diploma examination mark achieved will stand alone and will not result in a final course mark unless accompanied by a recommendation for credit by a high school principal. A final course mark requires both a school awarded mark and a diploma examination mark. Arrangements to write diploma examinations should be made well in advance of the writing date by contacting the associate school board or associate private school for assistance or Learner Assessment Branch at 780-427-0010.

Signature(s) of Supervising Parent(s) or Legal Guardian(s)

(mm / dd / yyyy)

PART C Associate School Board or Associate Private School Notification of Acceptance

As per Section 2(3) of the *Home Education Regulation* the associate board or associate private school must reply in writing to the parent not more than 15 school days after the date on which it is notified whether it agrees to supervise or continue to supervise the Home Education Program.

This agreement is accepted is not accepted by the is provisionally accepted by

(Print the name, address and phone number of the associate board or private school)

Signature of Superintendent or Principal

(mm / dd / yyyy)

PART D Requirements for the Home Education Program for Components of the Program that Do Not Follow the Alberta Programs of Study

If portions of the student program will enable the student to achieve the outcomes contained in the Schedule included in the Home Education Regulation, please attach according to this Form the required written description of the Home Education Program for a student who is following the *Schedule of Learning Outcomes for Students Receiving Home Education Programs That Do Not Follow the Alberta Programs of Study*:

1. Describe in the home education program plan, the instructional method to be used, the activities planned for the program and how the instructional method and the activities will enable the student to achieve the learning outcomes contained in the Schedule.
2. Identify the resource materials, if different from provincially authorized materials, to be used for instruction.
3. Describe the methods and nature of the evaluation to be used to assess the student's progress, the number of evaluations and how the evaluation addresses the learning outcomes in Question 1.
4. Describe the associate board or associate private school facilities and services that the parent wishes to use.



When student information is shared in a way that makes the student publicly identifiable, PIPA requires the Phoenix Education Foundation to obtain parent consent. Sharing this information, for non-profit educational purposes, helps us celebrate the successes of our students with parents, the community and general public.

Giving consent means that we have permission to use your child's personal information (image, grade, samples of work) in the following ways:

- Displays and presentations in the school
- Phoenix's website and social media
- Schoology (Learning Management System)
- Print and electronic publications that provide information about Phoenix and school initiatives or activities (brochures, invitations, reports, newsletters, etc)
- Videos, lessons and student work may be digitally recorded as evidence for staff development or to demonstrate good professional practices. These may be shared with other educational organizations.

This consent does not apply to:

- Use of student information by media or third party organizations. This consent will be expressly provided in a separate form.
- Photographs and recordings taken by parents during school events either on or off Phoenix property.
 - *Parents may take recordings of students at school events. Once parents have taken photographs or videos, Phoenix cannot restrict or limit their subsequent publication or re-broadcasting.*
- The educational use of student information within Phoenix.

Consent for Release:

____ I give the Phoenix Education Foundation consent to use my child's information as described above.

____ I DO NOT give consent to use my child's information as described above.

Name of Student (*please print*)

Name of Parent/Guardian (*please print*)

Signature of Parent/Guardian

Date (YYYY-MM-DD)

*** Consent is valid for the current school year only**



Occasionally, as a part of a regularly scheduled class or event at the Phoenix Foundation, Learning Coaches and Instructors may walk with students off school property to venues in the Mayland Heights community that are in close proximity (walking distance) to the school. These places may include:

- Mayland Heights Playground at 3 Ave and 23 St NE
- Greenspace / field immediately south of the school
- Mayland Shopping Center
- Righteous Gelato, Parmalat Dairy

Risk mitigation and safety measures include:

- Supervision ratio of 14:1, or greater,
- Learning coaches/supervisors carry an emergency pack which includes: first aid kit, epi-pen, sunscreen, bug spray, walkie talkie and/or cell phone,
- Learning Coaches review all of the safety rules and behavior expectations with students prior to departure.
- First Aid certification for all supervisors,
- Weather related preparations (umbrellas, mitts, toques, etc),
- Parents will be notified by email prior to the class that includes a community trip.

Risks and hazards for these trips include:

- Slipping, tripping and falling,
- Crossing streets,
- Falling on playground equipment,
- Wildlife encounters (prairie dogs, hawks).

I freely and voluntarily assume the risks and hazards inherent in the nature of the activity and understand and acknowledge that my student, as a participant, may suffer personal and potentially serious injury due to an unforeseeable or fortuitous event.

My student has been informed that they are to abide by the rules and regulations including directions and instructions from the school's Learning Coaches, instructors, and supervisors as imposed on students while participating in the activities.

Based upon my understanding of the activities and the hazards identified above, I give my student permission to participate in these close-proximity off-site activities. This permission is extended for the duration of the school year. This permission does not extend to field trip activities at venues that are not walking distance from the school.

Name of Student *(please print)*

Name of Parent/Guardian *(please print)*

Date (YYYY-MM-DD)

Signature of Parent/Guardian



320 19 Street SE, Calgary, AB T2E 6J6

TUITION AND FEES 2022-2023

Student Name:

Grade:

K
 Home Ed
 Online
 BlendEd - 1 - 6 Basic
 BlendEd - 1 - 6 Enhanced
 BlendEd - 7 - 9 Enhanced

Submitting an Application form and paying the application fee does not guarantee admission to the school. In accordance with our Admission policy, a notice accepting or declining your application will be sent to you by email, regular mail, or in person.

APPLICATION FEE: REQUIRED. NON-REFUNDABLE. This fee must be paid at the time of your application. Application fees are capped at 3 students per family. New student application fees will be calculated first. New students pay \$75.00. Returning students pay \$50.00. A returning student is one that was registered and attended Phoenix in 2021-2022 (any program except Preschool).

Application Fee: \$0 (4th child)
 \$50 (Returning)
 \$75 (New)

BASIC BlendEd 1-6: Includes 3 Creation Studio Themes (6 weeks of programming/theme. Tuesday or Thursday), 1 Camp session (3 weeks of programming. Tuesday or Thursday). Fees apply to additional classes, camps, clubs, field trips or guest speakers.

ENHANCED BlendEd Gr 1-6: Includes full year, single day registration (all Creation Studio classes, Camps, Outdoor Week. Tuesday or Thursday), plus Friday specialty classes and events. Does not include field trips, clubs or guest speakers.

ENHANCED BlendEd Gr 7-9: Includes full year on-site class registration. Students attend every Wednesday and scheduled Fridays (approx 10). Includes all core classes, electives, field trips and teen events.

ADDITIONAL FEES

	Resource Deposit <i>*refundable*</i>	Lunch Supervision	Tuition Fee	Total
Online - Gr. 1-6 Payment Option	\$50.00	\$0	\$0	\$50.00
	<input type="checkbox"/> One	<input type="checkbox"/> Two		
BlendEd - Gr. 1-6 BASIC Payment Option	\$50.00	\$105.00	\$0	\$155.00
	<input type="checkbox"/> One	<input type="checkbox"/> Two		
BlendEd - Gr. 1-6 ENHANCED Payment Option	\$50.00	\$175.00	\$775.00	\$1000.00
	<input type="checkbox"/> One	<input type="checkbox"/> Two	<input type="checkbox"/> Three <input type="checkbox"/> Four	
BlendEd Gr. 7 - 9 ENHANCED Payment Option	\$75.00	n/a	\$925.00	\$1000.00
	<input type="checkbox"/> One	<input type="checkbox"/> Two	<input type="checkbox"/> Three <input type="checkbox"/> Four	

PAYMENT OPTIONS

- ENHANCED PROGRAM ONLY -

Option One:	Fees paid in full upon acceptance	Option Two:	Fees paid in full on September 1, 2022
Option Three:	50% due at acceptance and 50% due September 1, 2022	Option Four:	Monthly payment plan. Tuition and fees must be paid in full by February 1, 2023. All monthly plans are subject to \$25.00 admin fee and 2% finance fee.



320 19 Street SE, Calgary, AB T2E 6J6

TUITION AND FEES 2022 - 2023

Student Name:

Grade:

PLANNED GIVING: OPTIONAL - You can contribute directly to these funds at the time of registration or at any time throughout the year. Thank you for helping to make Phoenix a unique and compassionate place to be!

Phoenix is now a Registered Charity and will issue a tax receipt for any donation of \$20.00 or more. Your official tax receipt will be issued under the name of the person who made the donation. If you make the donation by credit card, then the receipt will be issued to the cardholder name on the credit card.

Compassion Fund (Optional Donation) - The Compassion Fund is used for cards, thank you gifts, Christmas food hampers, transit passes, or flowers during a time of loss. Your donations make a real difference!

- \$25
- \$50
- \$100

Scholarship Fund (Optional Donation) - We are very proud to present the Venley Conn Literacy Award, the Act of Kindness Award and the Michael Batas Environmental Stewardship Award. Recipients receive gift certificates, books, recognition and more. These great awards are presented annually to Phoenix students.

- \$25
- \$50
- \$100

Special Projects (Optional Donation) - The money raised goes to many various special projects, such as our Creation Studio, classroom refurbishment, the Bees, and the Food Forest garden.

- \$25
- \$50
- \$100

Soaring to Brilliance Fund (Optional Donation) - our **SOARING TO BRILLIANCE** fund assists students in achieving their dreams. This fund provides support for learning events and activities outside the academic program we offer through Phoenix. Students must apply and demonstrate need.

- \$25
- \$50
- \$100

BALANCE OWING

TOTAL APPLICATION & TUITION:

TOTAL DONATIONS:

BALANCE OWING:

WITHDRAWAL and TUITION FINE PRINT

Tuition fees may be refunded when a student withdraws from Phoenix.

Withdrawal notice must be in writing and submitted to the Principal at michelle@phoenixfoundation.ca

1. Withdrawal notice received prior to August 31, 2022 - Full refund of tuition and refundable fees
2. Withdrawal notice received from September 1, 2022 - February 28, 2023. Pro-rated refund of tuition and refundable fees
3. Withdrawal notice received after February 28, 2023 - No refund of tuition or fees

PAYMENT METHOD

I understand that my fees and tuition will be collected according to the following schedules:

Application Fee: Due immediately

Donations: Due upon acceptance

Additional Fees: Due according to my payment schedule

E-TRANSFER: send to payments@phoenixfoundation.ca Include your student's name in the message.

CREDIT CARD NUMBER: REQUIRED - I authorize the Phoenix Education Foundation (Phoenix) to bill the credit card number listed below for any Phoenix event(s) or product(s) that either myself or my student has registered for, participated in, consumed or damaged that exceeds the student's BlendEd or Home Education program allotment. I understand and agree that I am responsible for any outstanding amounts. Withdrawal from Phoenix does not remove this obligation. I hereby give permission for the Phoenix Education Foundation to keep this credit card number on file. This information shall be kept confidential at all times.

Name on card:

MasterCard

Visa (no visa debit)

Card Number:

Expiry:

CVC:

Signature: