

APPRENTICESHIP PROGRAM 2022-2024
FINANCIAL POLICY

Deposit

Upon acceptance into the Apprenticeship Program, the applicant will send a deposit of \$1500.00 to secure his/her place. This deposit is to be paid in full upon acceptance into the program, unless other arrangements are made with the Guild Treasurer. This non-refundable deposit will be held in escrow until December 2023, and will then be applied to the Apprentice's tuition for the last two months of the Program - March and April 2024.

Tuition

- The tuition for the two-year Apprenticeship Program 2020-2022 is \$6,500 plus a mandatory facilities fee of \$1,000, for a total of \$7,500. These rates are for shared rooms and bath facilities. Tuition does not cover books, travel to and from the Program, or fees for individual spiritual direction.
- The Guild has a financial assistance fund. Please inquire for details, if needed.

Payment Plans

Each Apprentice will choose his/her preferred **tuition payment plan** for the balance due (please circle one):

- **Annual - Two (2) payments of \$3,000** due September 15, 2022 and July 15, 2023..
- **Quarterly - Six (6) payments of \$1,000** due on the 15th of October 2022, the 15th of January, April, July and October, 2023 and January, 2024.
- **Monthly - Twenty (20) payments of \$300** due on the 15th of the month, September 2022 through April 2024..

Payment is to be made:

- By personal or bank check, or money order, due the 15th of each payment month to the Guild Treasurer:
The Guild for Spiritual Guidance
c/o Stephen J. Allen, Guild Treasurer
13 Skyline Drive, Unit 11
Fishkill NY 12524

If an Apprentice has difficulty meeting his/her financial obligations of the Program, it is his/her responsibility to speak with the Program Coordinator and the Treasurer in an effort to deal with the situation. If, after such discussion, an Apprentice is still unable to pay the tuition due on a timely basis, he/she will need to withdraw from the Program.

All Apprentice payments must be current as of the 1st of September & March of each Program year.

____ I have read the above policy and understand its terms and conditions.

Applicant Name

Applicant Signature

Date

Please return this agreement with your deposit of \$1,500.00 to the Treasurer at the above address.