

## Searching for programs

### How do I find a class?

Click the button on the left side of the JCC website that is called "Register For Programs." For optimal searching, please log in to your account.

Whether logged in or a as guest, on the Program Search page, in the left column, enter one or more options to narrow your search.

The calendar works in conjunction with your other choices or on its own by simply clicking on a date or dates.

### How can I further refine my search?

The left column of the search results page displays options for further search refinement. Click on a "green arrow" symbol and a box will pop up. In this box, you may choose to check various selections to narrow your search. Each time you click "Update Search" your results will automatically be modified based on your selections. You may later remove these items from the search refinement by clicking the red "x" located next to the items displayed in the left column

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## Account Information

### Am I required to have an account to register for programs or make payments online?

Yes. An online account is necessary to transact and register online. You can search for programs without an account but will be prompted to sign-in or register for an account before accessing our cart feature. This is a quick and easy process.

### How do I create an online account?

You will be prompted to create a new account during your first program registration or transaction using JCC's new online system. You may also sign up for a new account by clicking the "Sign in to your account" link found at the top, right hand side of the screen in the registration system.

### How do I change my User ID and/or password?

After you are signed in, click the "(Name's) account" link found at the top, right hand side of the screen. Once on your account screen, you will have the opportunity to change your log-in information and edit other account information.

### What if I forget my password?

From the sign in screen, click the "Password help" link. You will be asked for the email address that is associated with your account. The password on file for your account will promptly be sent to this email address. You will not be required to reset your password.

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## Payments

### Can I pay fees online?

Yes. Once you have signed in to the online system, payments and contributions can be made through the “My Account” screen.

### What payment methods does JCC accept online?

Only credit card payments are accepted online. Sid Jacobson JCC accepts MasterCard, Visa and Discover cards.

### What if I want to pay through a different method?

If you prefer to pay by check, you can still complete most of your registration online. At checkout, indicate that you prefer to mail in your registration and payment. Then, once your checkout process is complete, click on the “Print registration information” button at the bottom of the screen. Mail the printed registration information and form, along with your check, to the address indicated on the form. Registration is not complete and your spot is not reserved until payment is received.

### How do I get a refund or make changes to a program I’ve already signed up for?

Refunds or program changes must be handled directly with JCC staff. Please refer to the contact information displayed on your email confirmation.

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## Financial Assistance

### What if I’m unable to pay the full program cost? Is financial assistance available?

Yes. Please [click here for more information about Financial Assistance](#).

### Confirmation How do I know my registration was successful?

After submitting payment, you will be taken to a confirmation screen. You will also receive an email confirmation at the address listed on your account. If you do not receive your email confirmation, or if you have any questions, please contact us at [sidjacobsoninfo@sjcc.org](mailto:sidjacobsoninfo@sjcc.org) and you will receive a response within 24 hours, M-F during business hours.

Note: You will not receive an automatic reply from this mailbox, but we will respond to your message as soon as possible.

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## Contact

What if I need more assistance? Email us at [sidjacobsoninfo@sjcc.org](mailto:sidjacobsoninfo@sjcc.org) or call 516-484-1545 Ext 176.



# FINANCIAL AID APPLICATION

TODAY'S DATE: \_\_\_\_\_

## PLEASE PRINT

Please complete this application in full with required supporting documents attached. The information in the application will be held in strict confidence. Due to the personal nature of this matter, do not fax the application or supporting documents.

1. Are you currently a Sid Jacobson JCC member?  Yes  No      Member/Non Member ID # \_\_\_\_\_      Renewal Date: \_\_\_\_\_
2. Have you received an adjusted fee in prior years?  Yes  No  
If yes, specify what program(s) and/or type of membership: \_\_\_\_\_
3. Are you or your children currently enrolled in classes or programs at the JCC?  Yes  No  
If yes, please specify: \_\_\_\_\_
4. Are you or your children currently enrolled in classes or programs at other agencies, schools or activity centers?  
 Yes  No      If yes, please specify: \_\_\_\_\_

## A) HOUSEHOLD DATA (please print)

Marital Status:     Married/Domestic Partner     Divorced     Widowed     Separated     Single

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (H) \_\_\_\_\_

### Adults in household:

Adult #1 (last/first) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Gender  M  F

Email (required): \_\_\_\_\_ Cell Phone \_\_\_\_\_

Employer \_\_\_\_\_

Position \_\_\_\_\_ How long at job? \_\_\_\_\_

Employer Phone # \_\_\_\_\_

Adult #2 (last/first) \_\_\_\_\_

Date of Birth \_\_\_\_\_ Gender  M  F

Email (required): \_\_\_\_\_ Cell Phone \_\_\_\_\_

Employer \_\_\_\_\_

Position \_\_\_\_\_ How long at job? \_\_\_\_\_

Employer Phone # \_\_\_\_\_

## B) APPLYING FOR: Check off all appropriate boxes if applying either for membership, programs or both.

MEMBERSHIP:     New     Renewal

Membership Type:     Family     Single Parent Family     Couple     Individual     College  
(if applicable)     Teen     Au Pair     Senior Individual (65+)     Senior Couple (one is 65+)

CLASS/PROGRAM(S): 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

**Children / Dependents Living With You** (please print):

Name (first/last)	Date of Birth (mm/dd/yy)	Gender	School (required)	Financial Aid Received (dollar amount)
_____	_____	<input type="checkbox"/> M <input type="checkbox"/> F	_____	\$ _____
_____	_____	<input type="checkbox"/> M <input type="checkbox"/> F	_____	\$ _____
_____	_____	<input type="checkbox"/> M <input type="checkbox"/> F	_____	\$ _____
_____	_____	<input type="checkbox"/> M <input type="checkbox"/> F	_____	\$ _____

**Other Members of Household** (please print):

Name (first/last)	Date of Birth (mm/dd/yy)	Gender	Relationship
_____	_____	<input type="checkbox"/> M <input type="checkbox"/> F	_____
_____	_____	<input type="checkbox"/> M <input type="checkbox"/> F	_____

**Additional Information**

Do you have a dependent or significant other with special needs?  Y  N (Please use last page to explain)

Are you a member of a congregation?  Y  N Which one? \_\_\_\_\_

**C. ASSETS**

Automobiles:

- Vehicle 1:  Own  Lease Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Monthly Pmt \$ \_\_\_\_\_
- Vehicle 2:  Own  Lease Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Monthly Pmt \$ \_\_\_\_\_
- Vehicle 3:  Own  Lease Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Monthly Pmt \$ \_\_\_\_\_

If you do not own a car how will you get to the JCC? \_\_\_\_\_

Real Estate:

1. Home:  Own  Rent Years at this address \_\_\_\_\_

2. Other Real Estate and/or Rental Property (specify): \_\_\_\_\_  
\_\_\_\_\_

Other Assets (please print):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**D. INCOME SOURCE**

ANNUAL/GROSS

- 1. Salary - Applicant.....\$ \_\_\_\_\_  
     Salary - Spouse/Partner .....\$ \_\_\_\_\_
- 2. Non-Salary Business Income (including rental income).....\$ \_\_\_\_\_
- 3. Child Support/Alimony.....\$ \_\_\_\_\_
- 4. Unearned Income (Interest, dividends, pensions).....\$ \_\_\_\_\_
- 5. Social Security/SSI .....\$ \_\_\_\_\_
- 6. Disability, Worker's Comp, Unemployment.....\$ \_\_\_\_\_
- 7. Life Insurance Proceeds .....\$ \_\_\_\_\_
- 8. Other, Please Specify (grandparents, relatives, tips, lottery, etc.).....\$ \_\_\_\_\_

**Total.....\$ \_\_\_\_\_**

**E. EXPENSES, MONTHLY**

- 1. Rent/Mortgage \$\_\_\_\_\_ Real Estate Taxes \$\_\_\_\_\_ Total \$\_\_\_\_\_
- 2. Extraordinary expenses, debts or extenuating circumstances. (If more space is needed, use last page or attach new page):  
  \_\_\_\_\_  
  \_\_\_\_\_  
  \_\_\_\_\_

- 3. Credit Card Debt (please specify): \$\_\_\_\_\_
- If credit card debt exceeds 25% of Adjusted Gross Income, please submit most recent Credit Card statements.

**F. PAYMENTS**

- 1. What do you think you can afford to pay for membership and/or program(s)? (specify separate amounts for membership and each program)\*: \_\_\_\_\_  
  \_\_\_\_\_
- 2. Who is responsible for payment for membership and/or program(s), if other than applicant? (specify separate amounts for each program/membership) \_\_\_\_\_  
  \_\_\_\_\_

**G. COMMUNITY CENTER SERVICES**

- 1. MEMBERSHIP - Why do you want to become a member; what services do you plan to use? \_\_\_\_\_  
  \_\_\_\_\_  
  \_\_\_\_\_
- 2. CLASS OR PROGRAM - Why do you or your child want to participate in the class or program you are applying for?  
  \_\_\_\_\_  
  \_\_\_\_\_  
  \_\_\_\_\_

\* Please note that certain programs may not provide financial assistance.

3. What other services do you currently use at Sid Jacobson JCC? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. In considering your application, is there anything else you feel is important or would like the JCC Committee to consider?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**H. I/we are applying for financial assistance for membership and/or the classes or programs requested on this form. Please consider my application based on this Financial Aid application form and attached documentation. My/our signature(s) certify that all of the information contained in this application is true to the best of my/our knowledge. No information requested has been withheld unless so stated.**

Applicant 1 Name (please print) \_\_\_\_\_

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

Applicant 2 Name (please print) \_\_\_\_\_

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

**REQUIRED ATTACHMENTS: Incomplete application packages may result in delay or denial of your application.**

The following documents must accompany the Financial Aid Application. Applicants will be advised by mail as to the assistance award.

- Two years 1040 tax returns with schedules for each applicant (if not filed, please explain)
- Most recent W-2s for each applicant
- Most recent pay stubs for each applicant
- Business tax return, if self employed
- Social Security 1099 form or SSI statement (if required)
- Verification of: Unemployment; Separation/Divorce Agreement; Alimony/Child support (if required)
- Credit Card statements (if required)
- Registration forms for JCC programs (if not previously submitted)
- Include a letter of explanation, if needed, for extenuating circumstances
- Signature(s) of applicants
- Return to application and materials to:

Member Services  
Sid Jacobson Jewish Community Center  
300 Forest Drive  
East Hills, NY 11548