

Wei Hwa Chinese School Registration Form

WEBSITE: WWW.WEIHWA.ORG

Register by mail: P.O. Box 2931 Springfield, Virginia 22152-1599

New family Contact Information Update

SCHOOL YEAR: 2016-2017 FALL SPRING

PART I. PARENT/GUARDIAN INFORMATION (FOR NEW or CONTACT INFORMATION UPDATE FAMILY ONLY)

CHINESE NAME	ENGLISH NAME	RELATIONSHIP (<i>specify</i>)	EMAIL ADDRESS
MAILING ADDRESS (Street, City, State, Zip Code)			
HOME PHONE		WORK PHONE	CELL PHONE

PART II. OTHER INFORMATION

Where did you learn about our school? Newspaper AD Web Site Relative/Friends/Neighbors

NEW STUDENT REFERRAL BY

NAME	PHONE	EMAIL

Notice:

1. Wei-Hwa Chinese School admits students of any race, color, and national or ethnic origin.
2. Spring 2017 Classes started date is 01/22/17 for 16 weeks. Activity and Tai Chi classes started date is 01/22/17 for 14 weeks.
3. **Registration fee \$30 is once a year per family.** (Applies to all families who register for 2016 Fall Semester)
4. Registration fee \$30 is non-refundable. The School is not accepting any refund after the fourth week of semester (02/12/17). Return check fee is \$25.
5. For Dropping or changing a course/class, please fill out a "Class Exchange/Refund Form" (available in the School Office) and submit it to School Office.
6. Please refer Wei Hwa Chinese School to your relatives and friends. When their child (ren) (new family/student who has never registered) enroll and join us this semester, you will receive a referral fee (\$10 per student) before the semester ends.

Wei Hwa Chinese School Student Code of Conduct

Objective: "Wei Hwa Chinese School Student Code of Conduct" has been adopted to maintain a respectful atmosphere and a quality learning environment.

- Rules**
1. Teachers and faculty have full support from the School Administration to keep the classroom and students on orderly manner.
 2. The School Administration will contact the parent(s)/guardian(s) for any student's misconduct or violation of Student Code of Conduct. A remake will be placed in student's record book.
 3. School will continuously monitor and evaluate the student behavior for a semester before removing the original remark.
 4. For any repeated misconduct or violation, the Board of Directors will be summoned to discuss with the parent(s) or guardian(s) and come up with an alternative solution.

The student and I have read, discussed, and agreed to follow all requirements of "Student Code of Conduct".

Upon registration, We/I understand and agree that the Wei Hwa Chinese School assumes no liability for any property damage or personal injury suffer by the student(s), parent(s), or guardian(s), while attending class or any related activities of the school, with regard to the aforementioned property damage or personal injury.

Signature of Parent/Guardian _____ Date _____

