

**Yuren Chinese School Registration form
(2017 - 2018 School Year)**

Please complete the form and email it back to yurenychineseschool@gmail.com

学生英文姓名 (English Name) _____ 学生生日 (DOB) _____ 学生性别 (Gender) _____
学生中文姓名 (Chinese Name) _____

家庭地址 (Address) _____

家长 1 (Parent/Guardian) _____ 电话 (Phone) _____ 电子信箱 (E-mail) _____

家长 2 (Parent/Guardian) _____ 电话 (Phone) _____ 电子信箱 (E-mail) _____

Class level (please select one):

| Class# | Textbook | Teacher | Time |
|--------|-----------------------|-------------------|-----------------------|
| K | Book K (by Liping Ma) | Ms. Yan Tong | 3:15-5:00pm on Sunday |
| 1 | Book 1 (by Liping Ma) | Ms. Chunlan Fan | 3:15-5:00pm on Sunday |
| 2 | Book 2 (by Liping Ma) | Ms. Liana Bai | 3:15-5:00pm on Sunday |
| 3 | Book 3 (by Liping Ma) | Ms. Liana Bai | 1:15-3:00pm on Sunday |
| 4 | Book 4 (by Liping Ma) | Ms. Wei Li | 1:15-3:00pm on Sunday |
| 6 | Book 7 (by Liping Ma) | Ms. Shuyuan Zhang | 1:15-3:00pm on Sunday |

Your selected class is: _____

Do you need to order textbook (please specify Yes or No): _____

If you need other classes, please specify: _____

Where: Vestavia Hills Civic Center

When: Sundays, 1:15 pm - 3:00 pm or 3:15 pm - 5:00 pm

Note: the first day of spring semester is Jan 7, 2018. If any questions, please call Yuren Chinese School at (205) 677-8810 (Mon-Fri 8 am – 4 pm).

育人中文学校校规

Yuren Chinese school rules

1. 学费应在开学当天以支票或现金形式交付。延迟交学费不得超过两星期，否则学生将不允许进入教室上课。Tuition should be paid on the first day of school in cash or check. Student(s) will not be allowed to enter the classroom if the payment is not made within two weeks after the school starts.
2. 为防止不测事情发生，学生无论是上课还是中间休息时间应听从老师和家长的安排。To prevent any incidents, students should follow directions of the teachers and/or the parents during the class and the break time.
3. 学生必须准时到课，课上不能喧哗和嬉闹。尊敬老师和同学，中途离开教室要经老师同意。Students should plan to arrive on class on time and to stay for the entire class period. It is important that students are respectful towards teachers and fellow classmates. If students need to leave class before class is dismissed, they should notify the teacher. Talking and other disruptive behaviors are not permitted while classes are in session.
4. 对于损害课堂纪律或其他不当行为（例如，影响他人正常学习或损坏学校和他人财产）的学生，家长将被告知。多次警告而无改进的学生将被停止上课。The parents will be informed of a student's misconduct (e.g., he/she intentionally hurts another person, is unwilling to follow the school rules after several incidents, or destructing school property such as classroom materials and building interiors and exteriors). If a student repeatedly has a problem with behavior and is unwilling to correct it, he/she will be suspended from school.
5. 家长应直接到教室接送学生，特别是对十一岁以下的学生。Parents should escort their children to class and pick them up from class, especially for children who are under the age of 11.
6. 本校的日常运作和管理需要家长的参与和配合。根据需要，每位学生的家长都可能会轮流安排到学生所在课堂值班，帮忙摆好桌椅，监督和管理学生。如果家长临时不能值班，必须和别的家长提前交换，如有问题和困难请和学校负责人及时联系。Parents are required to be room parents to help the classroom or teacher. It includes: coming a few minutes early to set up the tables and chairs if needed; helping the teacher and the students in any class activities; and watching students during class time and break time. If a room parent is unable to be on duty, it is his/her responsibility to find another parent as his/her substitute.

家长签名
Parent/Guardian Signature

日期
Date