

**Happy Valley Chinese School Registration Instruction
2014 Fall Semester**

1. Registration Requirement:

- For kindergarten class, the students must be born on or before **8/31/2010**
- For CSL and 1st grade class, the students must be born on or before **8/31/2009**.
- For transfer students, please contact the Principal. The student will be assigned to proper level after assessment.

2. Class Change, Withdraw and Try-out

- Switching classes are allowed during the first two weeks of each semester depending on class space availability. Students must obtain permission from the Principal.
- A student can withdraw from the class at anytime during the semester. But tuition is refundable only if you withdraw and inform school within 2 weeks. The registration fee is not refundable.
- Free Try-Out is for new students who intend to take the class. The new student may sit in any class and try out without charge for one week only with the prior permission by the Principal.

3. Tuition

- **\$50/semester** for 1 hr/week, **\$100/semester** for 2 hrs/week, **\$140/semester** for 3hrs/week and **\$165/semester** for 4 hrs/week. There will be **\$10** for the text book if you need. Dance class has an extra **\$10** due to extra practice time.
- "Student Discount" (25% off the tuition) applies to the students whose both parents are Penn State students or one parent is Penn State student and the other is F2 spouse.
- "HVCS Staff Discount"(20% off the tuition) applies to the students whose parent works for HVCS.
- "Sibling discount" (\$10 discount each) apply to the family which has more than two kids in the HVCS.
- If the registration form and tuition check is turned in with post-marked on or before **8/19/2014**, the \$10 registration fee will be waived. Please calculate the tuition accurately.

4. Classroom Rental Fee

- Starting from 2014 Fall Semester, HVCS has to charge the classroom rental fee to cover the portion for renting the High School classrooms and hallway. The rate is **\$15/semester** for 1hr/week, **\$30/semester** for 2 hrs/week, **\$40/semester** for 3hrs/week, and **\$50/semester** for 4hrs/week for every registered student.

5. Onsite registration will be on **Aug. 23th from 1:30 pm – 3:30 pm at State College Chinese Alliance Church** (1107 William Street, State College, PA16801).

6. Chinese School reserves the right to cancel a class due to low enrollment or difficulties with staffing. The related fees except the registration fee will be refunded if there is a cancellation.

7. If a student's behavior hinders the normal running of the class, the student will be sent to the principal office. The HVCS reserves the right to refuse the student's attendance in the HVCS if there is no improvement of the situation after three times communications between the HVCS officials and the parents. There will be NO refund for this case.

8. Tuition check is payable to ***Happy Valley Chinese School***

Mailing address: **Happy Valley Chinese School**
P.O. Box 392
State College, PA 16804

If you have any questions, please contact school via Tel: 814-777-8458,

Email: hvcsprincipal@gmail.com or info@happyvalleychineseschool.org