

## Registration Instructions

### I. Date and Location

**Opening Day:** *September 8, 2019* Sunday, 1:00 PM.

**Class Location:** Bishop Grimes Jr./Sr. High School,  
6653 Kirkville Road, East Syracuse NY 13057

**Registration:** Walk-in to register on the Opening Day. Please come 10 minutes earlier than your class starting time. Please complete the Registration Form ahead of time and bring it for registration.

### II. Tuition and Fees

**Tuition:** 1) two-hour class: \$180 (non-member), \$150(member).  
2) one-hour class: \$90 (non-member), \$75(member).

**Textbook:** 1) Preschool: \$30  
2) Kindergarten Class: \$45.  
3) Grade 1-2, 4-5 and 7-9: \$50. 4) Chinese for English speaking family Level 1: \$40  
5) Adult class \$75(deposit for rental)

**Dictionary:** 1) Grade 1-3: \$15. 2) Grade 4 - AP Test: \$20.

**Note:** *No need to buy a dictionary if you already had one.*

❖ **Volunteer Duty Deposit:** \$50 per semester each family

*(It will be refunded once your volunteer duty is fulfilled, rate is \$10/hr).*

**Member Fee:** \$20 per year each family.

#### **Discounts and Waivers:**

- 1) A second or more students from the same family will receive discounts of \$20 for a two-hour class and/or \$10 for a one-hour class.
- 2) One family member student of a current teacher of the Chinese School will receive a waiver of a tuition equivalent to the tuition amount of the class which the teacher will be teaching.
- 3) The Duty Deposit will be waived for the family of a current teacher of the Chinese School.

**Late Fee:** A \$20 late fee will be charged after the second week of class.

**Refund:** 1) 100% refund prior to end of the second week.  
2) 50% refund prior to end of the fourth week.  
3) No refund after the fourth week.

Please make a check payable to: **CNY Chinese School.**

### III. Parents Drop Off and Pick Up

*Please be aware of starting and ending time of your children's classes. Be on time when dropping off and picking up your kids.*

### IV. Parents Volunteer Duty Sign-Up

Each family (except the family of a current Chinese School teacher or Board member) please sign up a parent volunteer duty on the school Opening Day. If any questions, please contact a board member who is in

charge of the volunteer duty. Each family is greatly appreciated and encouraged to participate and serve their volunteer duty **once each semester**. Refund rate is \$10/hr (more details on page 16)


## V. School's Group Email List

All teachers and parents are strongly encouraged to subscribe to the School's group email list ([cnycs@listserv.syr.edu](mailto:cnycs@listserv.syr.edu)) to receive the School's official announcements.

To subscribe to the group list,

- 1) type "sub CNYCS your name in your email body",
- 2) leave the subject line empty,
- 3) send to [listserv@listserv.syr.edu](mailto:listserv@listserv.syr.edu).

From cnychine@your email address

To  listserv@listserv.syr.edu

Subject leave subject empty

Sub CNYCS San Zhang type sub CNYCS your name in the email body

San zhang

## VI. Textbook and Dictionary

### A. Textbook

**Pre-K:** Teacher-Select Textbook

**Kindergarten:** Teacher-Select Textbook.

**Grade 1 through Grade 8:**

"Ma Liping Chinese" Book 1 through 8

**AP Test:**

1) "Strive for a 5: AP Chinese Practice Tests"

Weiman Xu (2010), Cheng & Tsui AP Preparation Series.

2) Barron's AP Chinese Language and Culture by Yan Shen M.A. (Author)

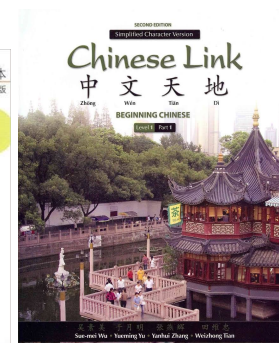
**Children's Class I& II (English Environment):**

3) Chinese made easy 1

4) Chinese made easy 2

**Adult Class :**

Chinese Link



## B. Dictionary

Grade 1 through Grade 3:

“Mandarin Chinese English Bilingual Visual Dictionary”, (2009), DK Publishing.

Grade 4 through AP Test:

“Pocket Oxford Chinese Dictionary” (English to Chinese, Chinese to English), 2009, Oxford University Press.

## **VII. Class Changes/Cancellation**

The CNY Chinese School makes every effort to ensure each class is delivered. However, we reserve the right to make changes to any of the classes or programs without notice or liability. The changes could include cancelling a class due to unforeseen circumstances or low enrollment, and making reasonable changes to class start and end dates, timetables and locations.