



Lexington Chinese School

2008-2009 Registration General Information

1. **Tuition and Fee:** The tuition for language class is \$350 per student per year (the 9th-grader pays \$358 per year [the extra \$8 is for the SATII Chinese practice test fee]; \$375 per bilingual adult class student per year); SAT II \$90; Chinese AP \$283; extra \$16 book fee for B2, B3 and B4 classes; The Extracurricular activity fee is \$130 per student, except the Martial Arts and musical Instruments are \$195 per student per year. There is \$20 non-refundable material fee for Folk Art, Junior Painting, Beginner Painting, Intermediate Painting, and Calligraphy Painting. There is a \$50 discount for each student registering in language class before July 31st, 2008. The following table is for walk-in students registering after school starts. The tuition is \$35 per month for language classes, \$19.50 per month for Martial Arts, musical Instruments classes, and \$13 per month for other extracurricular classes.

month of first attendance	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Language classes	\$350	\$315	\$280	\$245	\$210	\$175	\$140	\$105	\$70	\$35
Extracurricular classes	\$130	\$117	\$104	\$91	\$78	\$65	\$52	\$39	\$26	\$13
Martial Arts / Instruments	\$195	\$175.5	\$156	\$136.5	\$117	\$97.5	\$78	\$58.5	\$39	\$19.5

2. **Programs:** We offer advanced (grades 10 or above), junior high (grades 7-9), elementary (grades 1-6), kindergarten (levels 1-3), and bilingual kindergarten (levels 1-3) and bilingual elementary (levels 1-4 and adult) Chinese language programs. All classes are conducted in Mandarin Chinese except bilingual, which also uses English. We teach using traditional Chinese characters and the Chinese phonetic alphabet, Zhu Ying Fu Hao (or Bo Po Mo Fo). We offer bilingual classes for students whose primary language is not Mandarin Chinese or for students who do not have at least one Mandarin-speaking parent. Bilingual students may transfer to appropriate regular language class if the teacher agrees. Extracurricular activity is optional and includes folk arts/crafts, arts, sports, music, abacus, brain games, and fitness.
3. **Class Size:** The maximum class size for different classes is given in the table at the right. The class will be cancelled if there are less than 8 students in the class. The class size for extracurricular activities varies from program to program. Please refer to the list of [Student Extracurricular Programs](#) for more details.

Kindergarten 1 (K1)	12 students
Kindergarten 2 (K2), 3 (K3)	15 students
Bilingual Pre-Kindergarten/Kindergarten 1(BPK1, BPK2, BK1)	12 students
Bilingual Kindergarten 2, 3 (BK2/BK3)	15 students
All others	18 students

4. **Age Requirements:** A student in any of the classes in the table at the right must be at least the given age by August 31st, 2008 to register for that class. Extracurricular classes have different age requirements. Please refer to the list of [Student Extracurricular Programs](#) for more details.

Kindergarten 1 (K1)	3 years old
Kindergarten 2 (K2)	4 years old
Kindergarten 3 (K3)	5 years old
Bilingual Pre-Kindergarten (*BPK1/BPK2)	3 years old/ 4 years old
Bilingual Kindergarten (BK1/BK2/BK3)	5/6/7 years old or teacher's approval
Bilingual 1 (B1)	8 years old or teacher's approval
Bilingual 2 (B2)	Prerequisite B1 or teacher's approval
Bilingual 3 (B3)	Prerequisite B2 or teacher's approval
Bilingual 4 (B4)	Prerequisite B3 or teacher's approval

*BPK1 is a new class for 2008-2009.

5. **Registration Procedure:** The registration form and the teachers list will be sent home on May 4th per family. **The registration starts at 2:00pm on May 18th in the school cafeteria.** A parent or head of the household may register for his/her family members in person or mail the registration form and the checks to the Director of Registration. The school will accept mail registration starting May 19. **Telephone registration will not be accepted.** Walk-in registrations will be

accepted from the first day of school. The current teachers, parent representatives, and school administrators may register their family members prior to May 18th.

6. Returning Students Guaranteed Admittance: Returning students and their family members will be guaranteed admittance if registered by July 10. They will lose this advantage if registered after July 10.
7. Class Placement: The director of registration will place **the first 12 students** on a first come first serve basis to their first choice in each class. However, we like to balance the class sizes within the same grade or level. After the first 12 students, we reserve the right to place students in the smaller size classes. Late registering and transfer students will be placed in the class with the fewest number of students.
8. Discount for Language Classes: If you have three or more children enrolled in our school, the third child will receive a \$10 discount, and tuition is free for the fourth and subsequent child. If both you and your spouse enroll in our school for Adult bilingual class, the second adult will receive a \$10 discount. Financial assistance is also available for those who need it.
9. Withdraw & Refund: Please refer to the table below for your full or partial refund before classes start. The refunds will be reduced by the amount of any discounts that were received (\$50 discount for early registration (by 7/31) and \$10 for the third child of the family and/or family member.) There will be no refund after 09/28.

Classes with full year paid tuition refunds	Paid	By 9/7	By 9/14	By 9/21	By 9/28	After 9/28
Language class	\$350	\$350	\$315	\$283.5	\$255.15	No refund
Extracurricular class	\$130	\$130	\$117	\$105.3	\$ 95	No refund
Martial art/Chinese instrument/Guitar	\$195	\$195	\$175.50	\$158	\$142.2	No refund

11. Transfer Between Classes: Students need an adequate reason to request a transfer between classes. The request will be granted only if the class that the student is transferring to doesn't exceed its class size and the school administrators agree with the reason.
12. Transfer Students: Any student transferring from another Chinese school or who has been home schooled in Chinese will be placed into the appropriate grade after an enrollment test and with the permission of the LCS Teaching Director. For class placement, please refer to #7 above.
13. Parent Duty: All parents are required to perform parent duty twice each school year except teachers, parent representatives, school administrators, and their spouses. The specific duty which parents perform depends on their interest, willingness, and expertise, as well as school needs. If the parent is not be able to perform parent duty, please specify this on the registration form and pay the duty fee of \$45. For parents who intend to perform the duty during the school year, please write an undated check of \$50 (\$45 duty fee and \$5 processing fee) to the school as a security deposit. After the second duty has been fulfilled, the school will return your check back to you. If the parent doesn't fulfill his/her duty on the designated date without notifying the school, the school will cash the deposit check. The school will assign your parent duty dates with your child's class placement information. Parents may also check the school weekly news for your parent duty. If you are late for your duty by 15 minutes, we will assign you to another duty date. **This parent duty fee or deposit check should be a separate check from the tuition. Please bring two checks when you're registering: one for tuition, one for parent duty fee or deposit.**
14. Notification: The school will mail all the information regarding school schedule, class placement, and the date of parent duty at the end of August.
15. Lexington Chinese School is a non-profit organization. All donations are welcome and tax deductible.
16. For more information regarding registration, please contact the Director of Registration,

Yue Long, at (781) 271-1270 or e-mail: register@lcs-chinese.org

17. You can download this information and the registration form from our website at <http://www.lcs-chinese.org>.