

# Minnesota Yucai Chinese School

## Agreement of Student Enrollment

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

*Please read the following information carefully and grant your agreement of student enrollment by a dated signature.*

### Facility Rules

1. No food that contains peanuts should be brought into the school facility.
2. Other than tables and chairs, students should not touch any other school properties, such as computers, projectors, art works, posters, etc. Students should stay within the designated area within the building.
3. The parents/guardians of student are responsible for any damage that student made to the school property.
4. Parking only in the designed parking lots. No parking in the bus lines, that is right in front of school building. Violated vehicle will be towed at owner's expense.
5. Students/parents should enter and exit school building via main entrance (the front doors). No popping open any unsupervised doors.

### Safety Rules

1. No running/skating/yelling/pushing/fighting is allowed within the school property any time.
2. No weapon and/or any unsafe objects are allowed within the school property.
3. Yucai has right to suspend or expel the student who violates above Safety Rules.

### Code of Conduct

1. Students should be courteous and respectful to teachers, fellow students, admin staff and volunteers. No offensive and discriminative languages or disruptive behaviors are allowed at the school facility, especially within the classroom.
2. If a student violates this code of conduct, Yucai officials have the right to issue verbal/ written warnings and the student may have to leave the classroom. After two written warnings, Yucai has the right to suspend or expel the student.

### Tuition and Fees

1. The tuition fee for Saturday School classes is due by the second week of each semester. A \$5 late fee will be charged for every week the tuition is past due. The tuition is non-refundable after midterm of the semester. Fifty percent (50%) tuition can be refunded if student drops off before the mid-term.
2. The tuition fee for After School program is charged bi-monthly, due on the 1<sup>st</sup> day of two-month pay-period. A \$5 late fee will charged for every week the tuition is past due.
3. The tuition fee for the respective school year will be posted at school website one month before the school year starts.
4. The text books and teaching materials are not covered by tuition fee, and are paid and owned by the parents and can not be returned.
5. Students should not arrive at school more than 15 minutes before the first class and should be picked up by parents or guardians within 15 minutes after the last class is over. The late pick up fee (\$1 per minute) will be charged after 15 minutes of the last class.

### Emergency Medical Treatment Permission

The undersigned parent/guardian understands that Minnesota Yucai Chinese School (MYCS) and its staffs or volunteers should not assume or accept any responsibility whatsoever for accidents, medical or dental and other expenses incurred as a result of attendance at or participation in any of the activities offered at MYCS. In the event of illness or injury occurred during school time, undersigned parent/guardian gives permission for the student named above to receive emergence medical attention or treatment as deemed necessary and assumes full responsibility for medical expenses. The undersigned parent/guardian understands that every effort will be made to contact parent/guardian or designated emergency contact.

### AGREEMENT OF STUDENT ENROLLMENT

I, \_\_\_\_\_ (print your name), the undersigned parent/guardian for my child, the student named above, have read the above information on Minnesota Yucai Chinese School (MYCS)'s facility rules, safety rules, code of conduct, tuition and fees, and emergency medical permission. I understand that this signed agreement will be effective from the date that I signed, and will be valid as long as my child is attending Yucai or until further notice from Yucai. I do hereby to register my child, the student named above in MYCS.

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Date