



光華中文學校

Richmond Chinese School Registration Form

Thank you for your interest and welcome to the Richmond Chinese School.

For pre-registration, please fill out this form (one form per family).

You can mail completed form with a check payment to the Richmond Chinese School, P.O. Box 5692, Glen Allen, VA 23058

or
Bring them on the first day of school. Our school is located at Westhampton United Methodist Church, 6100 Patterson Avenue, Richmond, VA 23226.

Payment is due by a check payable to Richmond Chinese School on the first day of school. Please visit our website www.the-rcs.org for class schedule. Please email us theRichmondChineseSchool@gmail.com with questions.

Tuition payment will be refunded in full by the end of the first class for withdrawn students. No refund will be given after the first week of class.

To register your student on the first day of school, please plan to arrive at 1:00 pm as our classes start at 2:00 pm sharp each Sunday.

Parents' orientation will start at 2:30 pm on the first day of school.

Registration is welcomed after school begins. Tuition will be prorated. Thank you.

Today's Date: _____

Student's Name	Date of Birth	Current School and grade	Chinese proficiency (fair, good etc.)	Class assigned (office use only)

Father's/Paternal Guardian's Name: _____

Mother's/Maternal Guardian's Name: _____

Home/Mailing Address: _____

Home Phone Number: _____ **Cell Phone Number:** _____

Email Address: _____

Emergency Contact Person's Name: _____

Emergency Contact Number: _____

Tuition is \$300 per school year for the first student, \$270 for each additional student from same family. Cultural classes (meet once each month) are included in the tuition with a \$20 fee on material. Text book is \$15 each set.

Total Students: _____ **Total Tuition:** _____

Total fees on cultural class material: _____ **Total fees on text books:** _____

Total payment due: _____

The Richmond Chinese School is a local non-profit organization. The Richmond Chinese School does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions, scholarship, loan, and all other school-administered programs.