



恩望堂中文學校校規

Hope Lutheran Chinese School Regulations

55 San Fernando Way, Daly City, CA 94015 Tel. (650) 991-4673 Ext.0; Fax (650) 991-9723

- 上課時間：星期六上午 九時三十分至十二時十五分。**
Time for school: Saturdays 9:30 a.m. - 12:15 p.m.
- 若學生請假或退學，請通知校方。若學生不能返回中文學校，父母需要寫告假信交給中文學校，或用電話告假 (650) 991-4673 內線 0 (教會)，若學生三個星期不上學而沒有告假，便作自動退學。**
If any student wants to take vacation or wants to withdraw from the Chinese School, please notify us ahead of time. If a student cannot go to Chinese school, the parents have to give a letter of excuse, or call (650) 991-4673 Ext. 0 (church). If a student is absent for 3 times without excuse, he is automatically expelled from the school.
- 學生在校內必須準時上課，安靜，守秩序和做齊功課，否則可開除學籍。**
The students should go to school punctually, be quiet and obedient in school and do all the homework. If not they can also be expelled from the school.
- 父母必須參加所有家長會以增進溝通及了解，和對學生表示支持。**
The parents should attend all parents' meetings in order to promote better communications and understanding and give support to the students.
- 學校下課時間是中午 十二時十五分，若於十二時三十分之後才接放學的，要交二十元遲到費。**
School dismiss at 12:15 p.m. Anyone who is late in picking up their children after 12:30 p.m. will be charged \$20 for late fee.

中文學校報告 Announcements of the Chinese Language School :

- 除了公眾假期及長週末 (long weekends) 放假外，中文學校全年上課。**
The Chinese language school runs all through the year, except for Saturdays that fall into long weekends or holidays.
- 學費(包括書簿雜費)，每學期交一次，在學期開始之前一個星期繳交：秋季學期 (九月至一月) \$375，春季學期 (二月至五月) \$300，暑期班 (六月至八月) \$225，逾期未交者當作退學處理，名字會被放在候補名單上，若要繼續就讀須另交手續費十元。所有學費退款必須扣除手續費 20%。**
The tuition (including books and materials) is due one week before each semester begins: Fall semester (Sept. to Jan.) \$375, Spring semester (Feb. to May) \$300, Summer class (June to August) \$225. For those who do not pay by the due dates, the names will be put in the waiting list. If they desire to continue in the Chinese School, they have to pay a \$10 registration fee. Tuition refund will subject to 20% processing fee.
- 中文學校學生每星期都有半小時是唱詩歌和聽聖經。**
Every week during Chinese school, the students have half an hour of singing Christian songs and listening to Christian messages.