

Parent/Guardian	Phone#	Email	Library card#		
Child #1 Name	Classes attending (write down all codes)		Age	M/F	Date of Birth
Child #2 Name	Classes attending (write down all codes)		Age	M/F	Date of Birth

**PLEASE READ CAREFULLY - By signing below, I (parent/guardian named above) certified that I am the parent/legal guardian of the children, named above. I have read and agreed to the registration rules and liability waiver specified below.**

**Parent/guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Liability Waiver:**

I have read and agreed to the Liability Waiver specified below.

Permission to participate in the classes/programs offered by Zhaoyu Cultural Foundation/Books and Me Children's Chinese Library is given by me for my children or myself as named above. In consideration of participation in the program, I hereby indemnify and hold harmless and release the Zhaoyu Cultural Foundation/Books and Me Children's Chinese Library, its agents, its employees and volunteers, from any and all liability for injury suffered by me or my children arising from or connected with this program. I assume all risk for any injuries. I also understand that it is my responsibility to maintain the safety of my children and safeguard my personal property while visiting the Books and Me Library or attending classes/programs.

**Terms and Condition of Registration and Classes:**

- Agree** 1. **MEMBERSHIP:** All classes offered at Books and Me Children's Chinese Library are **open to registered members only!** Please apply for membership first.
- Agree** 2. **REGISTRATION:** Students must **complete the registration process BEFORE** attending a class. Registration is completed when the tuition is paid in full and the registration form with liability waiver is signed by a parent/guardian, and confirmed by a librarian. Books and Me Library reserves the right to refuse registration of any student.
- Agree** 3. **PAYMENT:** Tuition payment can be made **in cash or checks only** at the current moment. Please make the check payable to '**Zhaoyu Cultural Foundation**'. Tuition for students who **registered after class starts** will be **discounted proportionally**. Each **returned check** will be charged a **\$25 fine plus the Bank's returned check fee**. In this case, the unpaid student will **not be allowed to return to classroom until payment is clear**.
- Agree** 4. **FULL TERM COMMITMENT:** Unless specified otherwise for specific classes, students **must register full term of the entire class**. Since **no make-up class or credit** will be offered, please make sure students can **attend all classes BEFORE** you register a class. For classes with multiple groups or sessions, students must attend **THE** group/session that s/he registered for and is not allowed to switch groups within the term, unless requested by a teacher.
- Agree** 5. **CANCELLATION OF CLASSES** Starting in 2019 Fall Semester, **no transfer** will be accepted any more. If a class is cancelled due to the **teacher's reason, tuition will be fully refunded and no processing fee** will be charged. If a cancellation is requested by a **parent, a \$20 processing fee** will be charged, **and the refund amount is determined by time of request**. If a cancellation request by a parent is made **7 days or earlier before the class starts, the remaining tuition will be fully refunded**. If a cancellation request by a **parent** is made **within 7 days before the class starts or made after the class starts, 75% of the remaining tuition will be refunded**. In the case of family emergency, unused tuition will be fully refunded after deducting the \$20 processing fee. It is only allowed once per family.
- Agree** 6. **PARENT COMPANION** All classes require parent/guardian either accompanying in the classroom or waiting at the Library. Leaving your children alone in our facility is not allowed and will be considered abandon your children. You take full responsibility of the safety and behaviors of your children. In addition, you will be charged for a fine of \$50 every half an hour if your children are left alone at our facility.
- Agree** 7. **PROMOTIONAL DISCOUNTS** Books and Me Library may offer **discounts** for certain members who are qualified under special conditions. **Each discount can only be applied to a student once** and must be used within the specific time frame. In case of **cancellation** of classes, either by the teachers or the parents, the **discounts will be forfeited** and are not included in the refund. These discounts have **no cash value** and cannot be transferred to other students or saved for later use. Books and Me Library reserves the right to the interpretation of rules of these discounts as well as the right to cancel these discounts.
- Agree** 8. **PRIORITY OF PLACEMENT:** Except noted otherwise, Books and Me **VIP Members** and **returning students** will have **priority in registration before other members**. After the registration is open to all, students who register for the **full terms** will have priority until the first day of class, on a **first come first serve base**. Students who register for **partial terms should wait until after the first class meeting to register**, and the remaining registration will be rolling until all spaces are filled. If a class is full, parents can request to be placed on **waitlist** and will be notified if any space comes up during the term.

**Please turn to the back page for class selection and tuition calculation.**

Child#	Class Name	Session	Duration	Tuition (*)
	<input type="checkbox"/> <b>Preschool Chinese</b> 幼兒中文班	<input type="checkbox"/> <b>PC21</b> Tue 10:00-10:50 <input type="checkbox"/> <b>PC61</b> Sat 11:50-12:40 <input type="checkbox"/> <b>PC62</b> Sat 12:50-1:40	8/20-10/8, 10/15-12/10 8/17-10/12, 10/19-12/14 8/17-10/12, 10/19-12/14	<input type="checkbox"/> 8 weeks \$ 216 <input type="checkbox"/> 16 weeks \$ 412
	<input type="checkbox"/> <b>Wonderful Art</b> 兒童美術班	<input type="checkbox"/> <b>WA61</b> Sat 9:30-10:30 <input type="checkbox"/> <b>WA64</b> Sat 12:45-1:45 <input type="checkbox"/> <b>WA62</b> Sat 10:45-11:30 <input type="checkbox"/> <b>WA63</b> Sat 11:45-12:30 <input type="checkbox"/> <b>WA65</b> Sat 3:45-5:15 <input type="checkbox"/> <b>WAPOR</b> Sat 5:15-7:15	8/17-9/28, 10/5-11/2, 11/19-12/14 8/17-9/28, 10/5-11/2, 11/19-12/14 8/17-9/28, 10/5-11/2, 11/19-12/14 8/17-9/28, 10/5-11/2, 11/19-12/14 8/17-9/28, 10/5-11/2, 11/19-12/14 8/17-12/14 (min. 13 weeks)	<input type="checkbox"/> 6 weeks \$ 210 <input type="checkbox"/> 16 weeks \$ 540 <input type="checkbox"/> 5 weeks \$ 175 <input type="checkbox"/> <input type="checkbox"/> 6 weeks \$ 162 <input type="checkbox"/> 16 weeks \$ 417 <input type="checkbox"/> 5 weeks \$ 135 <input type="checkbox"/> <input type="checkbox"/> 6 weeks \$ 294 <input type="checkbox"/> 16 weeks \$ 759 <input type="checkbox"/> 5 weeks \$ 245 <input type="checkbox"/> <input type="checkbox"/> 13 weeks \$ 962 <input type="checkbox"/>
	<input type="checkbox"/> <b>Clay Sculpture</b> 兒童雕塑班	<input type="checkbox"/> <b>Clay</b> Sat 2:15-3:15	8/17-9/28, 10/5-11/2, 11/19-12/14	<input type="checkbox"/> 6 weeks \$ 210 <input type="checkbox"/> 16 weeks \$ 540 <input type="checkbox"/> 5 weeks \$ 175
	<input type="checkbox"/> <b>Music Circle Time</b> 中文唱遊班	<input type="checkbox"/> <b>MCT6</b> Sat 10:50-11:35		<input type="checkbox"/> 7 weeks \$ 161 <input type="checkbox"/> 14 weeks \$ 310
	<input type="checkbox"/> <b>Elementary Abacus</b> 珠心算班	<input type="checkbox"/> <b>ABA21</b> Tue 3:30-4:30 <input type="checkbox"/> <b>ABA22</b> Tue 4:30-5:30 <input type="checkbox"/> <b>ABA23</b> Tue 5:30-6:30 <input type="checkbox"/> <b>ABA24</b> Tue 6:30-7:30 <input type="checkbox"/> <b>ABA61</b> Sat 2:15-3:15 <input type="checkbox"/> <b>ABA62</b> Sat 3:15-4:15 <input type="checkbox"/> <b>ABA63 NEW</b> Sat 4:15-5:15	8/20-10/1, 10/8-11/19 8/20-10/1, 10/8-11/19 8/20-10/1, 10/8-11/19 8/20-10/1, 10/8-11/19 8/17-10/5, 10/12-11/23 8/17-10/5, 10/12-11/23 8/17-10/5, 10/12-11/23	<input type="checkbox"/> 7 weeks \$ 196 <input type="checkbox"/> 14 weeks \$ 377 <input type="checkbox"/> 7 weeks \$ 196 <input type="checkbox"/> 14 weeks \$ 377
	<input type="checkbox"/> <b>Cantonese for Children</b> 兒童廣東話班	<input type="checkbox"/> <b>CT62</b> Sat 9:00-9:45 <input type="checkbox"/> <b>CT61</b> Sat 9:55-10:40 <input type="checkbox"/> <b>CT63</b> Sat 10:45-11:30	8/17-10/12, 10/19-12/14 8/17-10/12, 10/19-12/14 8/17-10/12, 10/19-12/14	<input type="checkbox"/> 8 weeks \$ 200 <input type="checkbox"/> 16 weeks \$ 385
	<input type="checkbox"/> <b>Elementary Singapore Math</b> 新加坡數學班	<input type="checkbox"/> <b>SNM3</b> Mon 3:20-4:10 <input type="checkbox"/> <b>SNM4</b> Mon 4:20-5:20 <input type="checkbox"/> <b>SNM5</b> Mon 5:30-6:30	8/19-10/14, 10/21-12/16 8/19-10/14, 10/21-12/16 8/19-10/14, 10/21-12/16	<input type="checkbox"/> 8 weeks \$ 233 <input type="checkbox"/> 16 weeks \$ 451 <input type="checkbox"/> 8 weeks \$ 280 <input type="checkbox"/> 16 weeks \$ 540
	<input type="checkbox"/> <b>AoPS PreAlgebra</b> <b>AoPS Algebra</b> <b>AoPS Algebra</b>	<input type="checkbox"/> <b>PALG61</b> Sat 12:45-2:00 <input type="checkbox"/> <b>ALG61</b> Sat 2:05-3:35 <input type="checkbox"/> <b>ALG62</b> Sat 3:55-5:25	8/17-12/14 8/17-12/14 8/17-12/14	<input type="checkbox"/> 16 weeks \$ 800 <input type="checkbox"/> 16 weeks \$ 960 <input type="checkbox"/> 16 weeks \$ 960
* Tuition may not include all material fees. Please refer to specific flyer for details.				
Subtotal				\$
Discount				\$
<b>TOTAL TUITION DUE</b>				<b>\$</b>

## For Books and Me Use Only:

 Librarian signature: \_\_\_\_\_ Date: \_\_\_\_\_ Amount paid: \$ \_\_\_\_\_  Check # \_\_\_\_\_  Cash