



聖荷西華人天主教會

San Jose Chinese Catholic Community

**SACRED HEART SCHOOL (CM & CHINESE) 2012 - 2013 REGISTRATION FORM**

<http://sjccc.org/index.php/sacred-heart-school.html>

Family Name (in English): \_\_\_\_\_ New to SHS:  Yes  No Registration Date \_\_\_\_/\_\_\_\_/\_\_\_\_ (Family ID: \_\_\_\_\_ Office Use Only)

Father's English Name: \_\_\_\_\_ Chinese Name: \_\_\_\_\_ Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Mother's English Name: \_\_\_\_\_ Chinese Name: \_\_\_\_\_ Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

STUDENT'S NAME		DOB	CM CLASS INFO in new school Year							CHINESE CLASS INFO in new school year				
CHINESE NAME	ENGLISH NAME	MM/DD/YYYY	GRADE	✓BAPTIZED	✓COMMUNION	✓CONFIRMED	✓RCIA	\$ Registration Fee	\$ Tuition	GRADE	✓Traditional	✓Simplify	\$ Registration Fee	\$ Tuition
		___/___/___												
		___/___/___												
		___/___/___												
		___/___/___												
Office Use Only: Check No. _____ Total Amount \$ _____								Sub-Total:	\$	\$	Sub-Total:		\$	\$

**Registration Fee & Tuition:**

Registration Fee: \$30.00 per student per class registered. CM Class Tuition per student: \$70.00; Chinese Class Tuition per student: \$170.00 (Book / Material not included)

**Discount Policy:**

1. Early Registration Fee Discount: \$10.00 off on Registration fee(s) per student per class registered on or before 5/20/2012.
2. Sibling Tuition Discount: 50% off for each of the 3<sup>rd</sup> and more Chinese program student(s); 100% off for each of the 3<sup>rd</sup> and more CM program student(s)
3. RCIA Tuition Discount: 100% off for 7 years or older NON baptized CM program student(s) who is willing to be baptized after RCIA program.
4. Student with special need or families with financial difficulty may request Tuition Waive. Please contact program director for Tuition Waive Request Form.

**Withdraw and Refund Policy** – All refund request need to submit Withdraw Request Form with program director's signature to get refund check prepared.

- Full refund before school starts
- 60% Refund by 10/1/2012
- 30% Refund by 11/1/2012
- NO REFUND AFTER 11/01/2012

### STUDENT AGREEMENT

Sacred Heart School is a non-profit organization. All the teachers and faculty members are volunteers. Students enrolled in our program must follow all school and class rules, and do all assigned work to achieve their highest potential. Parents' participation is the most important factor to help students' learning. If student must be absent, please contact the teacher or room parent as soon as possible. If absent three or more times without notification, your student(s) will be listed as PROBATION for next school year registration. Your cooperation is greatly appreciated. Please review the above rules with your student(s), then sign and date at the space provided blow.

**Student Signature(s)** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

### PARENT PARTICIPATION / VOLUNTEER AGREEMENT

All parents are required to contribute one or more volunteer work besides Traffic Guard. We will assign duties base on your preference. Once a duty is assigned, if you need to make any changes, please contact the room parent or PTA as soon as possible. If absent three times without notification, your student(s) will be listed as PROBATION for next school year registration. Your cooperation is greatly appreciated. Please sign and date at the space provided below.

Please select at least one item. If student(s) attend(s) both CM and Chinese classes, parents need to select volunteer works from both group. Thank you very much for your involvement.

- CM Program:       Teacher     Substitute Teacher     Room Parent     Activity Helper     School Administration  
 Chinese Program:  Teacher     Substitute Teacher     Room Parent     Activity Helper     School Administration

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Make Check payable to: <b><u>SJCCC</u></b> Memo: <b><u>SHS</u></b> . Mail to the following address:	<b>CLASS SCHEDULE</b>			<b>FOR OFFICE USE ONLY</b>			
SAN JOSE CHINESE CATHOLIC COMMUNITY  <b>SACRED HEART SCHOOL</b>  725 WASHINGTON STREET  SANTA CLARA, CA 95050	<b>CLASS</b>	<b>TIME (Sunday )</b>	<b>NOTE</b>	✓	<b>Enrolled Program</b>	<b>Initial</b>	<b>Processing</b>
	Chinese Class	1:00 PM – 2:45 PM	Must be 5 or older		Chinese Class		Admin
	Mass	3:00 PM – 4:00 PM			CM		Treasurer
	CM Class	4:00 PM – 5:30 PM	Must be 4 or older		RCIA		Database