

# 菁英儲備學校

Elite Preparatory Academy

12/11/2011

Dear Parents:

Thank you for considering sending your child to the Elite Preparatory Academy, the private school of the New Jersey Chinese Community Center. Our school offers pre-kindergarten to 12<sup>th</sup> grade Chinese American bilingual education. Our school is also approved by the Student and Exchange Visitor Information System (SEVIS) of the Department of Homeland Security to issue I-20 for foreign students to attend our school with F-1 visa.

Our teaching covers everything that you would find in any other fine public or private schools – English, math, science, social studies, arts and craft, music and activities plus many other things that you could not find elsewhere. That includes not only the Chinese language – reading, writing and speaking but also the Chinese culture, philosophy and disciplines. We believe that children should be taught to help their parents, to love their siblings, to be faithful and trustworthy, to control themselves, to help those who are in need, to curb their excessive desire and to have good consciousness. Our goal is to enrich not only your child's academic knowledge and talents but also to strengthen their ability to differentiate right from wrong.

We can not promise you that your child will be rich and famous in the future, but we are confident that your child will be happier in life for attending the school here. If you share our belief and if this is what you are looking for, we would like to invite you to complete the attached application form for consideration of being accepted into our school.

Upon the receipt of your completed application, we will schedule the date and time when we can meet with you and your child. If your child is accepted, you will receive an email confirmation of your acceptance within 7 days after the meeting. If you do not receive the acceptance email, you may re-apply for admission after 3 months waiting period.

Attending the Elite Prep is not a right but a privilege. Being accepted into Elite Prep is an honor that your child will treasure for life. Your child will always be proud of the prestige and the recognition for completing their education at the Elite Preparatory Academy.

Jimmy Hwang, Principal

## **Elite Preparatory Academy – Tuition & Fees**

1. For full-time or four days per week Pre-K students, the tuition is \$675 per month or \$270 per week. For part time pre-K student, one day per week is \$270 per month, two days per week is \$405, and three days per week is \$540. For students paying by day, the tuition is \$75 per day.
2. For Kindergarten and higher grade, the tuition is \$5,750 per semester year if payment is received by 6/30 or \$6,250 if payment is received by 7/31, or \$6,750 if payment is received by 8/31 or \$7,250 after 8/31. Parents who make partial payment earlier are entitled to pro-rated discount. Installment payment is available for an extra fee of \$50 per installment payment. Kindergarten and higher grade also need to pay \$75 extra for CAT test.
3. The tuition for kindergarten and higher grade transfer student is prorated at \$270 per week or \$775 per month, whichever is less.
4. In addition to the tuition, you need to pay a deposit of \$600. The deposit is not refundable unless your child attends our school for a minimum of one year. The deposit will be held against any charges that you may incur during your child's attendance, such as late pickup, late payment fees, damage to school property, etc. The deposit will also be used to cover the ticket cost of school events such as Christmas party, Chinese New Year or graduation ceremony etc. Each family is required to purchase the minimum of two tickets at the cost of \$15 each. The cost of the tickets will be deducted from the deposit. Balance of the deposit if there is any will be refunded when your child no longer attend our school.
5. The tuition is due and payable on the first day of each month. You may provide us with post dated checks for your payment, as there is a late fee of \$40 if the payment is not received on or before the first day of each month and there will be a \$40 service charge if your check is returned unpaid for any reason. Your checks will be cashed only on the date for which they are written. If you choose to pay by credit card, please make sure that your credit card information is on file. There will be \$25 extra for paying by credit card.
6. You may drop off your child as early as 7:30 am and pick up as late as 6:30 pm. The normal classroom hour is from 8:30 am to 4:30 pm. You will be charged \$1 per minute if you don't pick up your child on time.
7. No refund or pro-rated credit or make-up day for absence of any reason.
8. For pre-K students going on vacation or absent for any other reason, a minimum tuition payment of \$75 a month is needed to hold the opening or will be placed on the waiting list.
9. For kids under the age of 12 the cost of lunch is \$60 per month, or \$5 per meal. For kids older than 12, the cost of the lunch is \$100 per month or \$8 per meal.
10. You have the option to pay \$200 extra per month if your child is not potty trained or you will be charged \$20 per diaper change, if your child poops or wet his/her pants.

I, the undersigned, have read the above and agreed to abide by it.

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Date:

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Parent's signature

JULY 2011						
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AUGUST 2011						
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OCTOBER 2011						
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NOVEMBER 2011						
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DECEMBER 2010						
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MARCH 2012						
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APRIL 2012						
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MAY 2012						
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JUNE 2012						
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JULY 2012						
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AUGUST 2012						
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23	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	29
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For everyone, the school is closed on the following holidays:  
 7/4/11 – Independence Day  
 9/5/11 – Labor Day  
 10/10/11 – Columbus Day  
 11/24-11/25/11 – Thanksgivings  
 12/26/11 – Christmas  
 12/30/11-1/2/12 – New Year Day  
 1/23/12 – Chinese New Year Day  
 2/20/12 – President’s Day  
 5/28/12 – Memorial Day

For Pre-Kindergarten, the school is closed only on the above listed holidays. On all other days including summer, the school is open from 7:30 am to 6:30 pm. In other words, the pre-K is all year round, no summer, no winter, like parents going to work every day.

For Kindergarten and higher grades, the school is closed on the above listed holidays. The students only need to attend the 188 dates in bold number. The underlined dates during the school year, such as spring break or winter break are for after school care or summer school. Attendance is optional.

- 9/6/11 – 1<sup>st</sup> day of school 2011 K-12
- 9/12/11 – Mid-Autumn Festival
- 10/31/11 – Halloween Party
- 11/11/11 – 1<sup>st</sup> Marking Period
- 11/24/11 - Thanksgiving
- 12/23/11 – Christmas Party early close
- 12/23/11 – 1/2/12 – Winter Breaks
- 1/20/12 – 2<sup>nd</sup> Marking Period
- 1/23/12 – Spring Semester starts
- 1/23/12 – Chinese New Year Day
- 3/30/12 – 3<sup>rd</sup> Marking Period
- 3/31/12 – 4/8/12 Spring Breaks
- 2/20/12 – President Day
- 6/8/12 – 4<sup>th</sup> Marking Period
- 6/8/12 – Graduation Party
- 6/15/12 – Last day to vacate dorm
- 6/20/12 – Summer camp Starts

## Application for Admission

Child's Name		Child's Chinese Name, if available		Date of Birth	
Mailing Address:			City		Zip
Gender		Home Phone #:		Credit Card Number & Expiration Date	
Mother's Name		Mother's Chinese Name if available		Mother's Cell Phone	
Mother's Employer and Address					
Mother's work phone#:			Description of Mother's job		
Mother's Email Address:					
Father's Name		Father's Chinese Name if Available		Father's Cell Phone #:	
Father's Employer and Address					
Father's work phone#:			Description of Father's job		
Father's Email Address:					
Friend or relative to be notified in case of emergency if both parents are unavailable – Name, address, phone# and relationship					
Allergies or medical problem of any sort:					
Child's Physician			Physician's Phone#:		
Have you ever been contacted by DYFS? If so, please provide the specifics:					
Father's visa status		Mother's visa status		Child visa status	Date to start
Please tell us more about your child					