

**聖瑪利諾中文學校 2020-2021 課後輔導班學生註冊單**  
**Chinese School of San Marino 2020-2021 After School Student Registration Form**  
 2425 Huntington Dr., San Marino, CA 91108 Tel. 626-796-5190 Fax. 626-796-5180  
<http://www.cssmedu.org>

(一) 學生資料(Student Information): Family ID #(家庭代號) \_\_\_\_\_  
 學生姓名(中): \_\_\_\_\_ Students Name: \_\_\_\_\_ 目前就讀 Level: \_\_\_\_\_  
 Birthday: \_\_\_\_-\_\_\_\_-\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_  
 上課地點: ( ) Valentine School (1650 Huntington Dr.) ( ) Carver School (3100 Huntington Dr.)

(二) 家庭資料(Family Information):  
 家長 I 姓名(中): \_\_\_\_\_ 家長 II 姓名(中): \_\_\_\_\_  
 Parent I' s Name(英): \_\_\_\_\_ Parent II' s Name(英): \_\_\_\_\_  
 Office Phone:(\_\_\_\_)\_\_\_\_\_ Office Phone:(\_\_\_\_)\_\_\_\_\_  
 Cell Phone:(\_\_\_\_)\_\_\_\_\_ Cell Phone:(\_\_\_\_)\_\_\_\_\_  
 Email: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Home Phone:(\_\_\_\_)\_\_\_\_\_

(三) 緊急聯絡資料(Emergency Contact Information):

姓名 Name	關係 Relationship	電話 Phone
_____	_____	(____) _____

家長/監護人簽名(Parent/Guardian Signature) \_\_\_\_\_ 日期(Date) \_\_\_\_\_

(四) 費用(Tuition, Textbook & Document Processing Fee): 3 to 6 P.M.  
 1. 學費(Tuition per month):  
 [ ] \$345 M. T. W. Th. F. (星期一至星期五) [ ] \$325 any 3 days (任選三天) (星期\_\_\_\_\_)  
 \*Additional \$15 required on Fridays for enrichment classes 星期五才藝班每月\$15 材料費  
 2. 書本費(Textbook Fee): \$20 Per student / \$20 課本費  
 3. 資料處理費(Document Processing Fee): \$20 Per Family

總計 Total : \$\_\_\_\_\_ (支票抬頭請寫 Pay to the order of: **Chinese School of San Marino**)

\*學生退學退費事宜依本校退費規定辦理

Rules for tuition refund are described in the School Regulations

支票號碼 或現金	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May.
金額										
日期										
經辦人										
收據號碼										

\* Please return **REGISTRATION FORM AND TUITION** to  
 the Chinese School of San Marino office: 2425 Huntington Dr., San Marino, CA 91108



2020-2021

Chinese School of San Marino  
聖瑪利諾中文學校

緊急聯絡卡 Emergency Authorization Card

Student Name 學生姓名 \_\_\_\_\_

Date of Birth 出生年月日: (Mo.月) \_\_\_\_\_ (Day 日) \_\_\_\_\_ (Yr.年) \_\_\_\_\_

Home Address 住家地址 \_\_\_\_\_

Phone 電話 (H) \_\_\_\_\_

Parent / Guardian I 監護人姓名 \_\_\_\_\_

Relationship 關係 \_\_\_\_\_

Phone 電話 (C) \_\_\_\_\_ Phone 電話 (W) \_\_\_\_\_

Email \_\_\_\_\_

Parent / Guardian II 監護人姓名 \_\_\_\_\_

Relationship 關係 \_\_\_\_\_

Phone 電話 (C) \_\_\_\_\_ Phone 電話 (W) \_\_\_\_\_

Email \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_

Insurance \_\_\_\_\_ Policy Number \_\_\_\_\_

Family Doctor \_\_\_\_\_ Phone \_\_\_\_\_

Allergies \_\_\_\_\_

如果在緊急狀況下無法聯絡到家長或監護人，請通知下列人士，我委託他們代為決定。 **In the event I cannot be contacted, please notify the following Emergency Contact Person to whom I would be willing to have my child released.**

請注意：學校不會將學生授權給緊急聯絡名單外的任何人士，請列出最少二位姓名與他的證件相符。

*(Please note: We cannot release your child to any additional persons unless their name is listed below. Please list at least 2 names as they appear on Photo IDs.)*

1.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

2.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

3.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

4.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

5.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

6.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

7.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

8.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

9.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

10.聯絡人姓名 Name:\_\_\_\_\_ 電話 Tel:\_\_\_\_\_

Relationship 關係 \_\_\_\_\_

If you would like to list any additional Emergency Contacts, please ask for the office. 如果緊急聯絡名單超過十位，請與辦公室聯繫。

簽名 Signature: \_\_\_\_\_ 日期 Date: \_\_\_\_\_

# 聖瑪利諾中文學校

## 學生安全切結書

親愛的家長：

由於貴子弟（學生姓名）\_\_\_\_\_ 就讀於聖瑪利諾中文學校課後班課程，在校活動期間由課後班全體老師負起督導及教育之責，但希望您能督促並提醒貴子弟遵守以下事項：

- 一、學生在校期間行為應遵守學校規定，一切行動以安全考量為優先。
- 二、學生因事不能到校請事先向班導師或辦公室請假。
- 三、學生在校期間以學校老師規定的範圍活動，不得擅自離開外出。
- 四、學生在校期間若欲提前或中途離開，家長請事先來電告知，並繳交提早離校切結書方得離開。（提早離校切結書請跟辦公室或老師領取填寫）
- 五、不可在教室吃喝東西，不可破壞公物或亂動教室東西。
- 六、在任何時間學生不可單獨停留在教室，禁止在校園內及走廊奔跑。
- 七、請勿攜帶貴重物品，例如遊戲機、手機、現金及任何電子產品，一旦遺失學校不負任何損失賠償責任。手機在上課時間務必關機。
- 八、學生在校期間如有任何不適，請立即告知其任課老師及安全老師，以便在第一時間做出緊急處理。
- 九、學生在校活動期間必須遵守學校所有規定，若因不遵守規則而發生意外，家長必須自行負責。

本人已詳閱完畢並保證敝子弟於學校期間遵守以上事項，如有違反以上之情，本人願負法律上一切責任。

家長（簽名）：\_\_\_\_\_

日期：\_\_\_\_\_年 月 日

# Chinese School of San Marino

## Student Safety and Conduct Statement

Dear Parents and Guardians:

Given that (student name) \_\_\_\_\_ attends the Chinese School of San Marino's Afterschool Program, while attending and participating in the Afterschool Program, CSSM instructors are responsible for their education. We hope parents and guardians will remind their students of the following:

- 1) Students are to abide by school conduct policies and regulations while in our programs, and are to conduct themselves in a manner that puts safety first.
- 2) If your children will be absent, please contact their instructor(s) or School Office (626) 796-5190, info@ccsm.org in advance.
- 3) Students are to remain on-site and not to depart the premises on their own.
- 4) If students need to leave early, parents/guardians are to first inform the school by phone call (not text message), and sign an early dismissal form (early dismissal forms are available from the CSSM office).
- 5) No eating or drinking in the classroom. Do not damage school property or move any equipment in the classroom.
- 6) Students need to proceed to their assigned classrooms under adequate adult supervision. Running through the campus and hallways is prohibited.
- 7) Please do not bring expensive items, such as gaming systems, cash and any technical equipment. School will not be responsible for loss or damage to the property. Please turn off the cell phone during the class.
- 8) If students are feeling unwell, please have them immediately inform their instructors and/or safety teacher, so that instructors can take necessary precautions.
- 9) Students are to follow school rules and regulations. Should any injury occur because students violate conduct, parents/guardians are to bear responsibility.

I have read the above and will have my student abide by the above. If any violations of the above occur, I will bear all legal responsibility.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_