

THE CENTRAL MASSACHUSETTS CHINESE LANGUAGE SCHOOL

Tuition Agreement and Waiver Form

School Location: 111 East Main St. (Hastings Elementary School) Westborough, MA 01581

School time: Language Class, Sunday (2 – 4 PM), Cultural Class (4 – 5 PM)

Refund Policy:

- **100% refund if withdrawn before the end of 1st class (Registration fee will be charged)**
- **75% refund if withdrawn before the end of 2nd class**
- **50% refund if withdrawn before the end of 3rd class**
- **There is no refund after the 4th class.**
- **No switching class is allowed after the 3rd class without approval from the principal**

For more school info please visit www.cmcls.org or email to registration@cmcls.org

Waiver and Agreement: In the event that my child/children have sustained any kind of personal injury while participating in the school activities, I hereby release and hold harmless The Central Mass. Chinese Language School (CMCLS), the Hastings School, their contractors and employees from any and all actions, claims and damages for personal injuries and disabilities.

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Student Photograph & Video Consent Form

Photographs and video images of students in the CMCLS are routinely taken for the purpose of celebrating student achievement and sharing educational programs with the community. Photographs may be submitted to newspapers, used in school's brochure and/or posted on school's websites and blogs by CMCLS teachers. Video footage may be submitted to area TV stations for local viewing and area news outlets occasionally cover special events within the school.

Check the following choices:

Television/Newspapers

- I/We GRANT permission for a **photo image** that includes this student to be shared with media outlets, including newspapers and television stations, websites. Under no circumstances will CMCLS release personally identifiable information with such images, other than the child's name, age, and/or grade.
- I/We GRANT permission for a **video image** that includes this student to be shared with media outlets, including newspapers and television stations, websites. Under no circumstances will CMCLS release personally identifiable information with such images, other than the child's name, age, and/or grade.
- I/We **DO NOT GRANT** permission for this student's **video image** to be shared with media outlets
- I/We **DO NOT GRANT** permission for this student's **photo image** to be shared with media outlets.

Website/blog

- I/We GRANT permission for this student's photo image to be published on websites or blogs associated with CMCLS.
- I/We GRANT permission for this student's video image to be published on websites or blogs associated with CMCLS.
- I/We **DO NOT GRANT** permission for this student's photo image to be posted on the websites or blogs associated with CMCLS.
- I/We **DO NOT GRANT** permission for this student's video image to be posted on the websites or blogs associated with CMCLS.

Student1's Name: (please print) _____

Student2's Name: (please print) _____

Student3's Name: (please print) _____

Name of Parent/Guardian: (please print): _____

Signature of Parent/Guardian: (please sign): _____

Date: _____

Pursuant to law, we will not release any photos/images of your child without your permission. It is essential, therefore, that this signed form be returned to CMCLS with BOTH parents/guardians signatures. If you wish to rescind or amend this consent at any time, please contact us first. Thank you for your cooperation.

THE CENTRAL MASSACHUSETTS CHINESE LANGUAGE SCHOOL
School Policy Acknowledgement Form

CMCLS is a non-profit organization and is currently renting Hastings Elementary School to facilitate its activities. In order to preserve CMCLS's relationship with Hastings Elementary and ensure that its facilities are well maintained, CMCLS would like to ask the parents/guardians of our students to help our School enforce the following policies.

Please go over and read each policy to your child (children) and make sure that your child (children) understands the policies. Check off each item to indicate your acknowledgement and provide your signature at the bottom of this form. Please return a copy of the acknowledgement form along with your registration form to complete the registration process.

CMCLS and all Committee members really appreciate your help in creating a safe and enjoyable environment for all.

Thank you very much.

CMCLS Committee

	Check	Policy Description
1	<input type="checkbox"/>	No food or drink can be consumed outside of the school cafeteria.
2	<input type="checkbox"/>	All students should stay in the school cafeteria during recess.
3	<input type="checkbox"/>	No student will be allowed to stay in the classroom after 4:00pm, unless accompanied by a teacher or a CMCLS committee member.
4	<input type="checkbox"/>	Except for tables and chairs, do not use or move any equipments or school supplies that are part of Hastings School.
5	<input type="checkbox"/>	When the class is over, place all chairs and tables back to their original positions. Please also remember to take your belongings and any waste you have produced along with you.
6	<input type="checkbox"/>	No one should enter any classroom or facility that CMCLS is not authorized to use.
7	<input type="checkbox"/>	CMCLS is only authorized to use the library for our language and cultural classes. Do not use or remove any books from the library shelves and tables.
8	<input type="checkbox"/>	CMCLS is not authorized to use any computers, printers, and copy machines that are not part of CMCLS. Do not attempt to use or move them under any circumstance.
9	<input type="checkbox"/>	If any school equipment or facility is damaged or ruined during school hours, report to any of the CMCLS Committee members immediately.

We have read and acknowledged all policies listed above, and will help the school enforce them.

Student1's Name: (please print) _____

Student2's Name: (please print) _____

Student3's Name: (please print) _____

Name of Parent/Guardian: (please print): _____

Signature of Parent/Guardian: (please sign): _____

Date: _____

THE CENTRAL MASSACHUSETTS CHINESE LANGUAGE SCHOOL
Parent and Student Chinese Name Form

If you have difficulty to provide the Chinese name when registering your child(ren) online, please fill in your Chinese names in following table. We will put them in our database.

	English Name	中文姓名
Guardian/Mother		
Guardian/Father		
Student1		
Student2		
Student3		