

**XIAO BAO CHINESE CLASSES FOR CHILDREN  
WINTER 2011 ENROLLMENT FORM**

Child (1) Full Name	Gender	Date of Birth	Caregiver's Name
Child (2) Full Name	Gender	Date of Birth	Caregiver's Name
Parent Full Name	Tel (H)	Tel (O)	Tel (C)
Parent Full Name	Tel (H)	Tel (O)	Tel (C)
Street Address	City	State	Zip Code
E-mail address			

**Dates**

The WINTER 2011 SESSION will run for 14 weeks from JAN. 29 to APR. 30, 2011.  
Please specify your choice of class time:

\_\_\_ Saturday, 10 - 10:45 am

\_\_\_ Saturday, 11 - 11:45 am

**Location**

All classes meet at the Museum of Chinese in America (MoCA) at 211 Centre Street.

**Fees - 14-week semester**

\$420 per child

\$378 for MoCA Members (10% discount)

**Please read the attached Enrollment Policies and sign below. Then, please send the signed Enrollment Form along with a check to Xiao Bao Chinese, 225 Lafayette Street Ste. 4C, NY, NY 10012.**

I have read and agree to the enrollment policies		
Parent Name	Signature	Date

## **XIAO BAO CHINESE CLASSES FOR CHILDREN ENROLLMENT POLICIES**

**Payments:** At this time, we only accept checks (payable to “Xiao Bao Chinese”). To guarantee a spot in the class, fees must be paid in full.

**Refunds:** Fees are fully refundable up until two weeks before the start of the first class (less \$25 registration fee). After the first week of classes, fees are 50% refundable (less \$25 registration fee). After the second week of classes has started, no refunds will be given. Classes cancelled by Xiao Bao Chinese due to under-enrollment will be fully and promptly refunded in full.

**Changes to Class Times:** If you need to change your scheduled class, please notify us with your request by email to [danielle@xiaobaochinese.com](mailto:danielle@xiaobaochinese.com) or by calling 646-415-8661. Although there are no guarantees, every effort will be made to accommodate your request.

**Make-Ups:** Each child is allowed 2 make-ups per semester (pending availability). Make-ups must be scheduled by email to [Makeups@xiaobaochinese.com](mailto:Makeups@xiaobaochinese.com) or by calling 646-415- 8661.

**Visitors:** We admit one adult for each enrolled child and unfortunately cannot accept un-enrolled infants or siblings. To bring a visitor to the class, please email or call with your request. Previously unapproved visitors will not be admitted to classes.

**Teacher:** We’re sorry but we can not promise that your class will be taught by the teacher scheduled at the time of enrollment.

**Class Cancellations:** If NYC public schools are cancelled due to bad weather, our classes will be cancelled accordingly. No classes will be rescheduled due to bad weather. If our classes are cancelled due to teacher illness, they will be rescheduled or otherwise compensated for.