

English Classes for **Fall Quarter 2021**

Taught by Ms. Layton

英文课在网上教学获得良好反应！ 报名请从速！
Ms. Layton's online teaching has been a great success! Register now!

Online teaching via Zoom –

疫情期间，网上教学

- Due to the concern of COVID-19, Ms. Layton will continue teaching online via Zoom. You will be able to interact with your teacher and classmates in the virtual classroom, watch the lectures, ask questions, and join the class discussion.

Quarterly calendar –

英文班具体日期

- Wednesday lessons: 9/15 – 11/17, 2021 (straight 10 weeks)
- Saturday lessons: 9/18 – 11/20, 2021 (straight 10 weeks)

Course schedule & tuition–

上课时间及学费

	Lesson Time (Each lesson is 50 minutes)		Early Bird Tuition Deadline 8/31/2021	Regular Tuition Deadline 9/10/2021
	Wednesday	Saturday		
1 st Grade	4 pm		\$375	\$395
2 nd Grade		3 pm	\$375	\$395
3 rd Grade		4 pm	\$375	\$395
4 th Grade		1 pm	\$375	\$395
5 th Grade	5 pm		\$375	\$395
6 th Grade		10 am	\$375	\$395
7 th Grade		2 pm	\$375	\$395
PSAT (8 th Grade)	6 pm		\$375	\$395
SAT / ACT (9 th -11 th Grade)	7 pm	11 am	\$375	\$395
SAT / ACT (9 th -11 th Grade)		5 pm	\$375	\$395

Important notes -

注意事项

1. Grade is defined by the student's grade in their daily school **in fall 2021**, though our lesson level is higher. For example, if your son is in a gifted program and he will enter the 4th grade in fall, he should take our 4th Grade class in summer.
2. Registration fee for new student or returning student after a 3-quarter or longer break is \$35.
3. Late payment fee after the regular tuition deadline is \$10 per student.
4. For partial-quarter attendance, tuition per lesson is \$45 at the early bird rate and \$50 at the regular rate. Tuition for all lessons you plan to take in the quarter should be submitted together in one transaction (instead of multiple transactions). If adding lessons after the payment had been submitted, each lesson is \$60.
5. Sibling discount is \$10 for the 2nd or more children, applying to the quarterly tuition only.
6. No refund or credit under any circumstances after tuition is paid, regardless of when it is paid.

About homework –

关于作业

- Ms. Layton will email the homework to you at least 24 hours before each lesson.
- You will need to print the homework and bring it to the Zoom lesson, as you will be using it in class.

Absence policy –

缺课如何处理

Per tuition policy, there is no refund, credit, makeup lesson, or any fee adjustment for student's absence. However, since SAT/ACT (9th-11th Grade) has 3 groups taking the same lesson, it is possible to have a makeup lesson if you get Ms. Layton's approval. Please note:

- **Wednesday students** may make up on the following Saturday.
- **Saturday students** may make up on the previous Wednesday. Note: Since Wednesday lessons are first, you can't make a Saturday lesson afterward. You need to plan ahead to make it up beforehand.

How to register / pay via Zelle –

如何注册 / 网上付款

- **For new students:**
Please click <http://washingtoninternationalschool.com/pub/registration.general.pdf> to download the registration form, fill out, and email it to info@washingtoninternationalschool.com. We will email you the fee information. Please don't calculate the fees on your own.
- **For returning students:**
Please pay tuition based on the instructions below. No need to fill out the registration form again.
- **Please pay online by Zelle:**
Zelle works 24 hours, very efficient! Please don't wait until the last minute as we need time to send the lesson instructions and homework to your student.
 - a. Here is how to do: <https://promo.bankofamerica.com/zelle/>. (Note you don't need to have a BOA account. You can pay from any bank account.)
 - b. Our school email for Zelle transaction is: info@washingtoninternationalschool.com.
 - c. Please don't combine multiple students in one payment. Each student should pay individually. Please put a memo to ensure the payment is credited to your child's account: **Student's full name, Quarter, Lesson day&time.**
Example: Zoe Wang, Summer, S3 (meaning Saturday 3 pm class)
- After making a Zelle transfer, you will get a confirmation from your bank. Please forward the confirmation to info@washingtoninternationalschool.com. We will then email you the lesson instructions.
- *Note: Zelle payment is strongly preferred! If you can't pay by Zelle, you can pay in person:*
Address: 1201 N. 145th Street, Seattle 98133 (our Preschool site). *Please don't mail anything to the address. It can only accept payments in person. The staff there won't be able to provide change or answer questions. They will simply take your payment and pass it to our English program. You are responsible to email our office at info@washingtoninternationalschool.com to inform us about your payment. Thanks.*
Hours: weekdays at 7:30 am – 5:00 pm.
Paying by check: payable to WIS, with student's full name, quarter, lesson day/time on the memo part.
Paying by cash: exact amount, in an envelope with student's full name and lesson day/time written.

Questions? Please email info@WashingtonInternationalSchool.com. Thank you!

有问题的话请发邮件到上面信箱，谢谢。祝上课愉快!