

Huaxia South Chinese School Refund Application

Huaxia South Chinese School
P.O Box 410
Marlboro, NJ 07746

School Year _____ to _____

FamilyID#		Home Phone:			
Pick Up ()		Text Book Returned		Date:	
Mail To ()		Yes () No ()			
Parents Name On Check:					
Address:		City/State/Zip:			
Student Name	Classes	Tuition Fee	Percentage	Book Fee Deduction	Refund Amount
				Duty Deposit Refund	
				Total	

Refund Policy:

- Registration fee, later fee, membership fee are not refundable.
- Every semester 100% tuition refund before 3rd week class begins. 50% tuition refund before 6th class begins. No refund will be processed afterwards.
- For spring semester, the tuition refund will be “yearly tuition – semester tuition” (e.g., \$260-\$150=\$110 for Chinese classes).
- A \$12 will be deducted from tuition refund if the text book were not returned in new condition when withdraw from Chinese class.
- Parent Duty Deposit will be 100% refund when the family is leaving school and has done all the assigned duties.

Office Use Only

Received Date	Approved by	Accountant	Paid Date	Check #	Amount \$