

Western Chinese Language School

Admission Guide 2019

I. Introduction

Western Chinese Language School Inc., is a community language school registered under the Australian Associations Incorporation Act. (Registration No.: A0053090M). The school has obtained the authorization from VCAA to provide VCE LOTE Chinese (Authorization No.: VCAA15528).

In the last few years, our students have achieved excellent results in VCE Chinese exams and a good amount of SL and SLA students have obtained the scores of 40+.

Currently WCLS is offering Chinese language classes from Early Learning, Prep to VCE (including VCE prep, FL, SL, SLA, Chinese Language, Culture and Society) on Braybrook, Caroline Spring and City (VCE only) campuses with over 400 students. Each year, the school has organized Chinese Culture Camp and Chinese Culture Trip with Xin Jin Shan Chinese Language and Culture School and these cultural events are widely applauded by the students and their parents.

The school is specialized in providing custom-tailored learning services to the students and the great results achieved in VCE Chinese exams and various Chinese writing competitions have approved our success.

We have a pleasant learning environment, experienced teachers and student-centered teaching methods here at WCLS. You are more than welcome to enrol for 2019.

II. Admission Process

1. Student Registration

All enrolling students are required to fill in the Student Information Form which would be submitted to the Department of Education and Training by the school.

After paying tuition and registration fee, students are allowed access to classrooms.

The school provides free textbooks for enrolled students (additional fee will apply if original copies are lost).

2. Discount Policies

- 1) Discounts apply for students who paid off full-year tuition fees by December 24th, 2018. (Please refer to *2019 Admission Guide*)
- 2) The third enrolled child of a family receives a 50% exemption of tuition fee (not including registration fee) if paid off full-year.
- 3) All Chinese-origin children adopted by Australian families are exempted from paying tuition fee. Only registration fee needs to be paid.
- 4) Children of WCLS teachers receive 20% exemption of tuition fee if paid off full-year and full registration fee exemption.

- 5) Early-learning is tuition-free. Only registration fee needs to be paid.
- 6) Children of WCLS alumni receive the same discount as those of WCLS teachers (Graduate Certificate required).

3. Refund Policies

If enrolled and paid students need to drop out the semester, refund can be made within the first three weeks of Term 1 for Semester 1 or Term 3 for Semester 2.

A processing fee of \$20 and the tuition fee of the weeks taken will be deducted from the refund payment. Registration fee is not refundable at any time.

All refund application must be submitted in written forms either by post or through email.

Once the original receipt of payment and relevant information are confirmed, the cheque of refund payment would be sent out within 10 business days after the application.

Postal Address: 13 Windsor Avenue, Mt Waverley, VIC 3149

E-mail Address: sunlili1969@hotmail.com

Phone: 0402 963 295 (Ms Sun)

III. Methods of Payment

Payments can be made by cash, cheque, debit card and credit card (conditions apply).

If you pay by cheque, please include your cheque (payable to: Western Chinese Language School) and the completed *Student Enrollment Form* in an envelope and post it to: Western Chinese Language School, PO Box 5042, Pinewood Vic 3149.

If you pay by debit card, no surcharge applies. If you pay by credit card (America Express is not acceptable), 1.5% surcharge applies.

IV. 2019 School Calendar

Semester One	<u>Term 1</u>	9th February, 2019 - 30th March, 2019
	<u>Term 2</u>	27th April, 2019 – 22nd June, 2019
Semester Two	<u>Term 3</u>	20th July, 2019 – 14th September, 2019
	<u>Term 4</u>	12th October, 2019 – 7th December, 2019

Class Time ¹

Saturdays ²

Morning Chinese Class

9:30 am – 12:15 pm

Afternoon Chinese Class

1:15 pm – 4:00 pm ³

Afternoon Chinese Math Class

1:15 pm – 3:00 pm

Afternoon Chinese Arts Program

3:30 pm – 4:30 pm

(Including Arts, Music, Dance & Martial Arts, etc.)

Notes:

1. Different campuses may have a slight difference in school times based on specific situations.
2. **Chinese prep, Grade 1-3 Chinese offer Full-day Chinese Programs (Morning Chinese Class plus Afternoon Chinese Math Class). Class time is 9:30 am – 3:00 pm for Saturdays. Details see below Courses & Costs.**
3. **Afternoon Chinese classes are only available in certain year levels. Contact the Chinese office for more details.**

IV. Rules and Regulations

1. The school observes the rules and regulations framed by the Department of Education and Training including those of Child Safety Standards.
2. Students observe the regulations framed by the school, protect the school's reputation and intellectual properties and take the responsibility for the damages caused by themselves.
3. Within school terms, students are not allowed to enter the campus without the company of adults before 9:10am.

4. Without permission, students cannot leave school for shopping or go home during school time.
5. Students are not suggested to bring any valuable itmes to school. They would take full responsibilities for any loss or damage.
6. Early collection is only accepted with written confirmation from the Chinese Office after completing the Student Early Collection Form. All the students not being collected 15 minutes after class would be sent to the Chinese Office on campus. Parents need to provide written authorization for other guardians or friends to collect their children if they are not able to do so themselves.
7. All the campuses are NUTS-FREE and EGGS-FREE due to food allergic concerns.
8. The school takes no responsibility for any students who breach the rules mentioned above. If any students breach the regulations above, they may receive suspension/expulsion considering the seriousness of the conduct.

V. Chinese Courses (EL, Prep, Grade 1-9)

Courses	Requirements	Contents
Early-Learning (Parent Accompany Required)	Children Aged 3-4	Children are immersed in a Chinese-speaking environment through various activities to culture a sense for the language. Only available in the morning.
Chinese Prep	Children Aged 4-5	<u>Full-day class is composed of Morning Chinese Class and Afternoon Chinese Math/Handicraft Class.</u> The school also provides drawing, singing and handicraft courses as alternative course options. Taught by teachers experienced in Australian and Chinese early education.
Grade 1-3	Children Aged 5+	<u>Full-day class is composed of Morning Chinese Class and Afternoon Chinese Math Class.</u> Classes are mainly taught in Chinese. Teachers may explain in English to help students understand. Book 1-3 of the Chinese textbook series <i>Chinese</i> are used. There would be a balanced focus on reading, writing, listening and speaking to cultivate a good learning habit and an interest in Chinese for students. Chinese Math Classes help train logic and application skills. The Chinese Cultural Arts Program is a special program provided by XJS to get students familiar with Chinese culture and arts, while strengthen their listening and speaking at the same time. Taught by teachers experienced in Australian and Chinese primary school education.
Grade 4-9 (Including Advanced Chinese Class)	Primary & Middle School Students with a certain Chinese proficiency. Arranged in different grades based on entrance test result.	Classes are focused on Chinese reading and writing to fortify students' oral and written skills. Book 4-9 of the Chinese textbook series <i>Chinese</i> are used. Starting from Grade 7, students will receive more Chinese writing trainings based on the VCE Chinese syllabus. The school provides Advanced Chinese Class to meet the demand of students with higher Chinese levels. Textbooks are the middle school version of the <i>Chinese</i> series. Each grade is taught by experienced teachers with both Chinese and Australian teaching backgrounds that are familiar with VCE Chinese education.

VI. VCE Chinese Programs

ECLS has obtained the authorization from VCAA to provide VCE LOTE Chinese (Authorization No.: VCAA1868) including VCE Chinese as First Language (FL), Chinese as Second Language (SL) and Chinese as Second Language Advance (SLA) and Chinese Language, Culture and Society programs. Students can be enrolled at ECLS for VCE purpose or just join the VCE coaching program at ECLS.

In the last 20 years, our students have achieved excellent results in VCE Chinese exams and a good amount of SL and SLA students have obtained the scores of 40+.

Courses	Requirements	Contents
VCE Chinese Prep	Year 9 & 10 Students in 2019 with certain Chinese proficiency.	Textbooks and supplementary materials are well-chosen and designed preparing students for later VCE studies. The course provides students with knowledge basic and essential to further VCE Chinese studies. Taught by teachers qualified and experienced in VCE Chinese education.

VCE Chinese Y11, Y12	Year 10, 11, 12 Students in 2019 with certain Chinese proficiency.	<p>The school provides Chinese First Language (FL), Chinese Second Language (SL), Chinese Second Language Advanced (SLA) and Chinese Language, Culture and Society courses based on relevant regulations of VCAA.</p> <p>Textbooks and supplementary materials are well-chosen and designed according to the VCE Chinese Syllabus as well as the test requirement. The course provides students with essential reference materials and tailored training to fully prepare them for the test.</p> <p>Taught by teachers qualified and experienced in VCE Chinese education.</p>
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VII. Costs

	Semester One		Semester Two		Full-year pay-off	EARLY BIRD (By 24/12/2018) Full-year pay-off	Third Child (FYPO)	
	Tuition	Reg	Tuition	Reg				
Early-Learning	-	\$90	-	\$90	\$180	-	\$90	
Prep (Half-day)	\$240 + \$90		\$240	\$90	\$570 (\$90 OFF)	\$490 (\$170 OFF)	\$330	
Prep (Full-day)	\$380 + \$90		\$380	\$90	\$850 (\$90 OFF)	\$750 (\$190 OFF)	\$470	
Grade 1-3 (Half-day)	\$240 + \$90		\$240	\$90	\$570 (\$90 OFF)	\$490 (\$170 OFF)	\$330	
Grade 1-3 (Full-day)	\$380 + \$90		\$380	\$90	\$850 (\$90 OFF)	\$750 (\$190 OFF)	\$470	
Maths (in Chinese)	\$150	-	\$150	-	\$280 (\$20 OFF)	-	\$140	
Arts	\$220	-	\$220	-	\$400 (\$40 OFF)	-	\$200	
Grade 4-9	\$240 + \$90		\$240	\$90	\$570 (\$90 OFF)	\$490 (\$170 OFF)	\$330	
VCE Prep	\$240	\$160	\$240	\$160	\$640 (\$160 OFF)	\$560 (\$240 OFF)	\$400	
VCE 11	\$340	\$160	\$340	\$160	\$840 (\$160 OFF)	\$760 (\$240 OFF)	-	
VCE 11 (Overseas)	\$440	\$160	\$440	\$160	\$1040 (\$160 OFF)	\$960 (\$240 OFF)	-	
VCE 12	\$410	\$160	\$410	\$160	\$980 (\$160 OFF)	\$900 (\$240 OFF)	-	
VCE 12 (Overseas)	\$510	\$160	\$510	\$160	\$1180 (\$160 OFF)	\$1100 (\$240 OFF)	-	

For further enquiry about the 2019 admission, please feel free to call on (03) 9888 1688.

Western Chinese Language School Inc. (Reg. No.: A0053090M)
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