

Summer 2022 – Spring 2023

## English Reading / Language Arts / SAT-ACT Classes

Taught by Ms. Layton, Online Via Zoom



### Course calendar & tuition deadlines –

#### 上课日期及学费截止日

- See school calendar posted online.
- Please note every quarter is 10 weeks, except summer, which is 6 weeks.

### Course schedule & tuition –

#### 上课时间及学费

Grade Level	Lesson Start Time (Each lesson 50 minutes)		Early Bird Tuition		Regular Tuition	
	Wednesday	Saturday	Summer	Fall/Winter/Spring	Summer	Fall/Winter/Spring
2 <sup>nd</sup> Grade	6 pm (W6)		\$235	\$395	\$250	\$415
3 <sup>rd</sup> Grade		3 pm (S3)	\$235	\$395	\$250	\$415
4 <sup>th</sup> Grade		4 pm (S4)	\$235	\$395	\$250	\$415
5 <sup>th</sup> Grade		1 pm (S1)	\$235	\$395	\$250	\$415
6 <sup>th</sup> Grade		6 pm (S6)	\$235	\$395	\$250	\$415
7 <sup>th</sup> Grade		10 am (S10)	\$235	\$395	\$250	\$415
PSAT (8 <sup>th</sup> Grade)		2 pm (S2)	\$235	\$395	\$250	\$415
SAT / ACT (9 <sup>th</sup> -11 <sup>th</sup> Grade)	7 pm (W7)	11 am (S11)	\$235	\$395	\$250	\$415
SAT / ACT (9 <sup>th</sup> -11 <sup>th</sup> Grade)		5 pm (S5)	\$235	\$395	\$250	\$415

### Important notes -

#### 注意事项

1. Grade level is defined by the student's grade in their daily school. Our lesson level is higher than the regular schools'. Please don't skip a grade when registering. No assessment test is needed before registration, unless the student is far behind in their daily school.
2. For summer quarter, the grade level is defined by the up coming new school year's grade.
3. Registration fee is \$35 for new student or returning student after a 3-quarter or longer break.
4. Late payment fee after the regular tuition deadline is \$10 per student.
5. If paying on the same day as the lesson starts, there is an additional \$20 expedited fee per student.
6. For partial-quarter attendance, tuition per lesson is \$50 at the early bird rate and \$55 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, there is a processing fee \$10 for each payment.
7. Sibling discount is \$10 for the 2<sup>nd</sup> or more children, applying to the whole-quarter tuition only. This sibling discount is \$6 for summer quarter since summer quarter is shorter and tuition is lower.
8. 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.
- Please do NOT contact Jayme for homework. Jayme is unable to email you the homework or answer your homework questions.



## 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 in advance. You will need to check the Wednesday and Saturday course progress with Ms. Layton carefully because if the lesson you need to make up was already given to the other classes, there will be no way to make it up.
- Please do NOT contact Jayme for makeup lessons. Jayme is unable to arrange it for you.

## How to register / How to pay tuition – 如何注册 / 网上付款

- **For new students:**  
Click <https://www.washingtoninternationalschool.com/programs/english-reading-writing> to download the registration form, fill out, and email it to [info@washingtoninternationalschool.com](mailto: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 tuition online by Zelle:**
  - a. Our school's business name: Washington International School.
  - b. Our school email for Zelle: [info@washingtoninternationalschool.com](mailto:info@washingtoninternationalschool.com).
  - c. Please don't combine multiple students, multiple courses, or multiple quarters in one payment. Each student, each course, and each quarter should be paid individually. Please put a memo to ensure the payment is credited to your student'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](mailto:info@washingtoninternationalschool.com). We will then email you the lesson instructions.

**Questions? Please email [info@WashingtonInternationalSchool.com](mailto: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！**