

## 2018 - 2019 School Year Class Registration

Dear Parents and Teachers,

On behalf of the school administration, I would like to announce that new school year (2018- 2019) class registration starts on Friday, 5/18/2018.

Please follow the steps below for a successful registration:

1. Login into your account in our online registration system  
<http://www.livingstonhuaxia.org/registration/index.php>

If you don't have an account in our online registration system, please create an account first  
<http://www.livingstonhuaxia.org/registration/checkAccount.php>

2. Click the following link in the Registration Section

### **\*NEW\* 2018 - 2019 School Year Class Registration**

3. Click Registration link next to your kids' name if you register for your kids or Click Registration link next to your own name if you register for yourself

4. Select the Chinese course or any Cultural course(s) and press Confirm button

5. Click the link "Register for another family member" it will bring you back to Family Profile page, keep registering more courses for other family members

6. Once you complete the registration, click the link "Print Registration Form" to print out the registration form

7. Read and sign the registration form

8. Follow the instructions on the form for your payment. You can bring the form with the payment (either check or cash) to the school registration desk in the school cafeteria on any Saturday before the end of school semester OR you can mail the form with a check to the school's PO Box.

9. As an alternative payment method, since last year, you can use Chase QuickPay to pay off your tuition balance. Just send your payment to

**quickpay@livingstonhuaxia.org**. But you still need to print out the registration form and sign then bring to the school registration desk. Please write Chase QuickPay on your registration form.

Once again here are the fee structures for your reference:

Fee/Tuition Type	Fee/Tuition	Comment
Standard Chinese Course	\$430	including textbook, exercise book, Huaxia headcount fee
MLP Chinese Course	\$460	including textbook, exercise book, Huaxia headcount fee
CSL Chinese Course	\$460	including textbook, exercise book, Huaxia headcount fee
AP Chinese Course	\$480	including textbook, exercise book, Huaxia headcount fee
Cultural Courses	\$300~\$350	
Math Level 1/2 Courses	\$480	including teaching materials
Math Level 3/4 Courses	\$570	including teaching materials
Registration Fee	\$50	non-refundable
Administrative Fee	\$50	non-refundable but waived if total tuition paid on or before 7/31/2018

If you have any question, please send email to [register@livingstonhuaxia.org](mailto:register@livingstonhuaxia.org).

Thanks

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