



奥斯汀中文教育服务中心
Austin Chinese Education Services
Chinese School 2026-2027
After school Program Enrollment Form

For ACES Use Only

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amt \$	ck #	
date in:		
office initials:		

Student Name (English/中文): _____ Sex: _____
 (Last) (First) (Middle)

Student Current School: _____ Grade in Fall: _____

Mailing Address: _____ Home Phone: _____

Note: Current ACES student can skip language proficiency session below.

Student Proficiency level of Mandarin Chinese (None/Some/Good):

Speaking _____ Listening _____ Reading _____ Writing _____

Has your child ever learned Chinese before? Yes _____ No _____

If yes, please answer the following questions:

1). How many years has your child learned Chinese _____ ?

2). Which textbook has your child ever used ?

_____ 马立平/册数 _____ 暨南大学/册数 _____ 标准中文/册数 _____ 其他/册数

Do you need help on transportation? Yes _____ No _____

Mother's Name: _____ Mother's Email: _____

Work Phone: _____ Cell Phone: _____

Father's Name: _____ Father's Email: _____

Work Phone: _____ Cell Phone: _____

Special needs

- Allergies (Please specify allergy types: _____)
- Previous serious illness
- Emotional or behavioral issues
- Medication prescribed for long-term use
- Any other information of which the ACES staff should be aware:

Emergency Contacts and/or authorized pick-ups

Name: _____ Phone: _____ Work/Cell Phone: _____
Emergency Contact: Yes No Authorized to Pick-up: Yes No

Name: _____ Phone: _____ Work/Cell Phone: _____
Emergency Contact: Yes No Authorized to Pick-up: Yes No

Name of Student Physician: _____ Physician Phone: _____

Parent statement of agreement

- I understand that I am not to leave my child at the ACES site unless there is an ACES staff member present.
- I agree that my child shall not come to ACES facility if he/she has fever or any Covid-like symptoms. I agree that my child will follow all anti-Covid policies such as mask, sanitizations.
- I agree that I will be charged a late fee if I do not pay the monthly invoice by the third school day of each month.
- If I signed up for online classes at ACES, I agree it is my own responsibility to join the zoom meeting, print out class materials and submit student's homework.
- I understand that my child will not be allowed to leave the program with an unauthorized person. Only adults (over 18 years old) can be authorized to pick up the child.
- I understand that I will be charged a late fee if I fail to pick up my child before 6:00pm. The late fee will be \$5 per 15 minutes.
- Authorization: In case of an emergency, I understand that every effort will be made to contact me. In the event that I cannot be reached, I hereby give permission to the physician selected by the adult leader in charge to secure proper medical services. I hereby release Austin Chinese Education Services and its staff and aides from all action that may arise from such medical services.
- I understand and acknowledge that the ACES does not offer any medical insurance to protect against injuries, makes no claim to do so, and has no responsibility for any medical expenses incurred. I understand that each participant must assume the risk and any related financial responsibility that could result from participation in any of these activities. I agree to assume such risks and such financial responsibility. I further understand that neither the ACES nor its workers can be held responsible in the event of accident.
- I acknowledge that ACES parents handbook is available at the ACES website and it is my responsibility to read and understand the policies, provisions and procedures contained in the parents handbook.
- I authorize for my child(ren) to participate in photos or videos for ACES Classes and/or events and may watch Chinese Children Cartoon series. ACES has my permission to use the photographs and/or videos for any legal use including but not limited to: publicity, advertising and web content.
- I understand that my child may be removed from ACES program for any of the following reasons (not limited to the following reasons; please refer ACES parents handbook for details).
 1. Failure to pay program fees by designated deadlines.
 2. Inappropriate behavior of a child/parent that endangers anyone involved with the ACES.
 3. Inappropriate behavior of students that disrupt the class, so that the class cannot function properly.

Fees and Payment Policies

Tuition:

- **Afterschool Chinese Classes (choose one payment option below):**

- **Pay by Semester:**

- ✓ **Fall: \$1,630**
- ✓ **Spring: \$1,775 (payment due before the spring semester begins)**
- ✓ **Total for both semesters: \$3,405 (Saves \$245 vs. monthly payments; that's about \$340.50/month over 10 months)**

Note: You may withdraw mid-semester and receive a prorated refund for any unused months. For complete details, please refer to our Financial Enrollment Policies.

- **Pay by Month: \$365/Month for 10 months (August through May)**

*August tuition is not refundable.

- **Math Classes (twice a week; both Tue and Thurs; material fee included): \$495/Fall Semester (30 classes; Aug 25-Dec 10) and \$515/Spring Semester (34 classes; Jan 12- May 20)**
- **English Classes (Mon, Wed, Fri once a week): \$285/Semester (15 classes; material fee included)**
- **Art Classes (4:30-5:30pm; Wed or Thurs or Fri; once a week): \$70/Month, \$40 for August, \$13 materials fee per semester**
- **Drum Classes: (5:30-6:30pm; Wed or Thurs or Fri, once a week): \$94/Month, \$48 for August**
- **Mad Science Classes (4:30-5:30pm; Monday): Tuition \$178/session (6 classes in each session; two sessions per semester; \$336/semester)**
- **Lego Robotics (4:30-5:30pm; Wed): Tuition \$188/session (6 classes in each session; two sessions per semester; \$356/semester).**
- **Dance (4:30-5:30pm; Mon or Wed or Fri): \$60/Month, \$30 for August**

***August tuition is not refundable. Monthly Tuition cannot be prorated.**

Registration Fee – No refundable: \$35

A non-refundable \$35 annual enrollment fee is required per child at registration. This fee is per child and not discounted for siblings. The fee is waived for families who either:

- Pay the full Fall semester tuition by June 18, or
- Register and pay the August monthly tuition by June 18

Registrations completed after June 18 require the \$35 registration fee.

Transportation Deposit – No refundable: \$150

For student who needs transportation service, transportation deposit needs to be paid before **Jun 18, 2026** to secure the spot. The deposit will be credit back to your total transportation fee. If you pay transportation deposit, you will receive \$5 discount per month for entire school year.

Re-Entry Fee: \$130

The Re-Entry Fee will be charged for all children if you quit during the school year and want to back to school.

Late payment Fee:

A payment is considered late if it is received after 6pm the third school day of the month. A \$15 late fee will be charged for each late payment plus \$1 per school day until all charges are paid.

NSF Fee:

A \$25.00 fee is charged for all returned check.

Cancellation Policy:

We understand that schedules change. To withdraw your child from the ACES program:

- **Written notice required** – Email infoACES4Kids@gmail.com. Verbal requests will not be accepted.
- **Deadline** – Cancellation requests must be received by the **15th of the current month** to avoid billing for the following month.
Example: Cancel by October 15 to avoid November charges.
- **No mid-month prorating** – If notice is received after the 15th, tuition for the next full month will be charged.

Semester Plan Refunds

If you paid the discounted semester rate but withdraw early, the semester discount will be forfeited. Tuition will be recalculated at the standard \$365/month rate for the months attended. Refunds are processed within 30 days of the withdrawal effective date.

The August tuition, transportation deposit (\$150) and registration fee are not refundable.

Discounts

Sibling Discount (applies to tuition only, not registration fee)

- Monthly plan: \$10 off per month for each additional child
- Semester plan: \$50 off the semester total for each additional child

Refund Examples

- **Fall withdrawal:** Withdraw effective end of October (notice by Oct 15). Attended Aug, Sep, Oct (3 months \times 365=365=1,095). Refund = 1,630paid–1,095 = **\$535**
- **Spring withdrawal:** Withdraw effective end of February (notice by Feb 15). Attended Jan, Feb (2 months \times 365=365=730). Refund = 1,775 paid–730 = **\$1,045**

General Payment Policies

Absences & Closures


Tuition is based on the total instructional days in the 2026–2027 Round Rock ISD school year. We do not offer prorated rates, refunds, or credits for:


- Sick days
- Personal absences
- Scheduled district holidays or closures

Program Changes by ACES

ACES reserves the right to modify or cancel the program. In the event of program cancellation by ACES, families will receive a prorated refund for any unused tuition.

Contact for Billing Questions

 ACES4KidsInfo@gmail.com

 512-918-8828(Landline) or 512-284-1181(Mobile)

Total: _____

Please make check out to ACES to:

ACES
13581 Pond Springs Rd. Suite 200
Austin, TX 78729

X _____
Signature of Parents/Guardian

Date