

Giraffe Learning Center Schedule

Phone Number : (510) 979-0068

Time \ day	Grade	Monday	Tuesday	Wednesday	Thursday	Friday
3:00 ~3:50	K-8	Homework tutoring	Homework tutoring	Homework tutoring	Homework tutoring	Homework tutoring
4:00~4:50	K-8	English	Math	English	Math	Art and Craft
5:00~5:50	1-8	Open Court Reading Practice sheets	Lecture on Chapter Math Practice Sheets	Open Court Reading Test preparation	Lecture on Chapter math Test preparation	Art and Craft
6:00~6:50	K-8	MPM Chinese	MPM Chinese	MPM Chinese	MPM Chinese	MPM Chinese

- I. Goal: Giraffe Learning Center aims to help students with their homework, establish good student behavior, Improve on learning techniques, and provide an enriching environment. In addition, qualified teachers will responsibly divide the students into the appropriate classes. Lastly, we have a gym area for students to use during recreational time.
- II. Grade Levels: K-8 Grades
- III. Fees : New student registration fee \$30.-

Monthly Fee:

Day/Time	5 Days	4 Days	3 Days	2 Days	1 Day
3:00 ~ 6:00 P.M.	\$380	\$360	\$300	\$240	\$200

MPM Fee: (for 8 books)

Level	A	B, C	D, E	F, G	H, I	J, K	L, M
Fee	\$100	\$105	\$110	\$115	\$125	\$135	\$145

- 1.) Classroom Materials Fee: \$10/month
- 2.) For families with more than one child attending, a 10% discount will be applied to the second child's tuition.

IV. Class Times: 3:00-5:50 PM. Extra class 6:00-7:00 PM.
Before 3:00 PM is Day Care at \$3/hour.

V. Elective Fees: An elective is \$15/ hour

VI. Notice: 1. Parents must take responsibility and ensure that their child will stay home for any of the following reasons: fever, diarrhea, flu, vomiting, eye infection, chicken pox, measles, or any other infectious diseases.
2. If emergencies occur, the center will notify the parents and family doctor, or send the child to the hospital.
3. If the child is feeling uncomfortable or sick in the center, we will notify the parents to bring the child home to rest. If the parents cannot be reached, we will notify the emergency contacts to handle the situation.

VII. Registration: We are now accepting registration forms.

P.S. The following circumstances cannot be refunded after paying the month's tuition:

1. Student's absence due to personal reasons.
2. National holidays.
3. Spring Break (April) and Thanksgiving (November).

If parents are paying tuition monthly please note that for the month of June, only the days attended need to be paid.

Parent Notice

1. New student registration fee: \$30—Non-refundable. At registration, the first month's tuition must be paid as well as a \$100 deposit. The deposit will be refunded or deducted when the student is no longer attending the center. There needs to be a 14 day notice before tuition can be refunded.
2. For families with more than one child attending, a 10% discount will be applied to the second child's tuition.
3. If the monthly tuition is paid, but the student cannot attend for personal reasons, during national holidays, Spring break, and Thanksgiving break, tuition is still not refundable.
4. If the student does not wish to continue classes, please give a one-month notice. If the student cannot attend because of sickness or any other reason, please call the center to let us ensure of the student's safety.
5. Please see the *notice* inside the schedule.
6. Please submit all the information forms before class begins or within 10 days after receiving the registration form. If the parents need to change any information on the forms, please contact the center.
7. The center's first priority is to help students with their English and Chinese school homework along with our own designed classes to enable our students to reach their full potential, get higher grades, and boost their confidence.
9. To match the Mission School District's rising academic standards, this center emphasizes English and math classes. We hope parents can help their children review their work at home.
10. Do not bring any unnecessary non-school related objects (except during Spring, Winter, or Summer Break). For example: toys, electronics, Game Boys.
11. Please do not have students exchange any money or gifts. The center will not be held responsible for any lost or damaged objects.
12. If a student's behavior is unacceptable, the center will notify the parents to take him or her home.
13. During class, parents are asked not to disturb the students by entering the classrooms. If there is something important to tell or give, please go to the office to sign-in. The teacher will handle it. Please sign-out if a student is leaving.
14. The center also holds MPM classes. We suggest students in the K-3 grades take this to enhance logical thinking and math problem solving skills.
15. When the public school issues emergency cards, please fill in the student's driver's name as an emergency contact. If the student cannot attend the center, please also notify the driver.
16. Please give any helpful comments to improve the center, so that the students can all receive the best possible education.

