



GERMAN LANGUAGE SCHOOL FOR CHILDREN AND ADULTS

REGISTRATION FORM FOR ADULTS 2018-2019

STUDENT'S NAME

Last name:

First name:

ADDRESS & CONTACT

Address:

Telephone:

Preferred email address for school communication (one per family):

STUDENT'S GERMAN LEVEL (circle all that apply)

SPEAKING: NONE SPEAKS SIMPLE SENTENCES CAN TELL A STORY (NEARLY) FLUENT

UNDERSTANDING: NONE UNDERSTANDS SIMPLE REQUESTS UNDERSTANDS COMPLEX REQUESTS (NEAR) FLUENT

READING: BEGINNER INTERMEDIATE ADVANCED **WRITING:** BEGINNER INTERMEDIATE ADVANCED

**GLS-
CLASS:**

FILLED OUT BY
THE REGISTRAR

A

I HAVE CHILDREN ENROLLED AT GLS (please list name(s) and grade(s))

1.

2.

3.

EMERGENCY CONTACT:

Name:

Relationship:

Email address:

Telephone:

MEDICAL CARE INFORMATION

Special Conditions, Disabilities, Allergies, or Medical Emergency Information (please list/explain below)

CONSENT AND AGREEMENTS

The above information is true to the best of my knowledge. **I consent** to have my child receive emergency medical treatment by GLS staff and, if necessary, be transported to receive emergency care. I will be responsible for all charges not covered by insurance. **I give consent** for the emergency contact person listed above to act on my behalf until I am available. I agree to review and update this information whenever a change occurs.

I do not agree to have occasional pictures taken of me while at GLS, which may be used on the school's webpage, Facebook page and for other school publications.

I give permission to GLS to share the email address given above with other class students.

HOW DID YOU HEAR ABOUT US? (Please check all that apply)

Print ad Flyer Word of mouth Fair Web ad Web search Facebook / Twitter Current student Other:

VOLUNTEER AGREEMENT

GLS depends on the support of our GLS families to offer a rich German Language Program and an exciting cultural experience. There are lots of opportunities for parents to contribute both during school hours and at other times during the week and throughout the school year. The school requires a minimum of 2 hours of volunteering per family in a school year.

I AM WILLING TO VOLUNTEER AT GLS. IF, YES CIRCLE RELEVANT ACTIVITIES

BOARD SERVICE HELP OUT TEACHING/Teacher assistant BAKE SALE FUNDRAISING EVENT SETUP (e.g.,picnic) BOOKKEEPING OTHER (SURPRISE US):

WE CANNOT VOLUNTEER DURING THE 2018/2019 SCHOOL YEAR but will donate \$20 per hour or a total of \$40 towards the school.

PAYMENT

How many children do you have enrolled at GLS? 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>	
REGISTRATION FEE	
<input type="checkbox"/> Early registration fee (register by June 30 th 2018)	\$ 100
<input type="checkbox"/> Registration fee (register after July 1 st 2018)	\$ 160
TUITION	
<input type="checkbox"/> I would like to pay in full (please read tuition and fee page)	
<input type="checkbox"/> I would like to pay in three installments (please read tuition and fee page). The first installment is due on the first day of school.	
<input type="checkbox"/> I would like to pay in six installments via Pay Pal. (only returning GLS-families)	
VOLUNTEER HOURS	
<input type="checkbox"/> We can't volunteer during the 2018/2019 year	\$ 40

Amount enclosed: \$ _____

Please write your check to "**GLS**" and send it with page 1 and 2 of this Registration package to:

German Language School

Registrar
5001 NE 50th St
Seattle, WA 98105

All payments are due by the first day of school unless I choose to make installment payments. A late fee of \$35 applies to all payments received after their due dates. It is my sole responsibility to submit payments by their due dates.

I have read and agreed to abide by the Important GLS policies outlined on page 4 and 5 of the registration form package. I agree to the GLS withdrawal policy and understand that I am responsible for the tuition for the full school year.

**Parent/Guardian
Signature:**

Today's date:
(mm/dd/yyyy) ___ / ___ / ____



GLS- TUITION AND FEES 2018/2019:

Every Family pays a **NON-Refundable** Registration fee which is not included in the table below. This fee is for the whole family and will only applied once.

Early registration – payment of fee due until June 30th, 2018 – \$100 per **family** (in addition to tuition in table)

Registration – payment of fee after June 30th, 2018 – \$160 per **family** (in addition to tuition in table)

For families who did not sign the volunteer agreement and don't have time to volunteer, a \$40.00 fee will be added.

FOR CHILDREN

Tuition (incl. books/supplies)	In Full	In Installments (includes a \$110 convenience charge)		
		1 st day of school	1st: 1 st day of school	2nd: 11/10/18
First child	\$960	\$500	\$320	\$250
Second / Third and subsequent child	\$860	\$400	\$320	\$250

FOR ADULTS

Tuition (incl. books/supplies)	In Full	In Installments (includes a \$110 convenience charge)		
		1 st day of school	1 st : 1 st day of school	2 nd : 11/10/18
Per adult	\$1050	\$600	\$270	\$270



IMPORTANT GLS SCHOOL POLICIES

FOR A COMPLETE VERSION OF OUR SCHOOL POLICIES, PLEASE VISIT OUR WEBSITE

www.germanlanguageschool.org

Nondiscrimination Policy

GLS does not discriminate against any person on the basis of race, color, sex, gender identity, sexual orientation, religion, creed, age, national or ethnic origin, ancestry or disability in admission to, access to, treatment in, or employment in its programs and activities. Every effort will be made to ensure fairness and consistency in the school's relations with its students and staff.

On Students

1. We accept children as young as 4 years of age into our classes. Kindergarten students must be potty-trained and mature enough to participate in the class without a parent present.
2. The principal has the responsibility to assign the children to a certain class, according to their age and German language ability.
3. Students with communicable diseases will not be permitted to attend class to protect the other students from exposure.
4. It is the responsibility of the parent/guardian to transport the children to school in a timely manner, to supervise them until school officially begins, and to pick them up promptly at the end of the school session. The students of Kindergarten through 3rd grade must be picked up **at the classroom by the parent/guardian or a previously designated person.**
5. Students are expected to act respectfully toward teachers and behave appropriately toward other students. The responsible adult(s) agree to support the teaching staff in these matters.

School hours

Saturdays, when classes are in session between **9:30am-12:00pm** (Please check calendar on our website).

On Fees, Withdrawal policy and Obligations

Please visit our website: www.germanlanguageschool.org and find all necessary information in the GLS Handbook

On Disagreements

Parents/guardians and adult students agree to settle all disagreements arising from GLS attendance by mature discussion and by mediation if necessary, specifically waiving any other outside means, excepting binding arbitration as outlined on our webpage and Parent Handbook, to settle differences.

Procedures for Disruptive Students

- 1) If a student disrupts or acts inappropriately in class, the teacher will talk with the student and, if necessary, will inform the parents/guardians.
- 2) If, after several disciplinary steps, the behavior of a student does not improve and he/she continues to behave in inappropriate manners, the student may eventually be dismissed from class. No refund of tuition will be granted in such a case.

For further Information

German Language School (GLS) 5001 NE 50th St Seattle, WA 98105 Phone: (360) 297-3674

Board President: Dr. Galia Abouzeid (president@germanlanguageschool.org)

Principal: Prof. Dr. Susanne Rinner (principal@germanlanguageschool.org)

Website: www.germanlanguageschool.org

Facebook: www.facebook.com/GermanSchoolSEA

Twitter: www.twitter.com/GermanSchoolSEA