

ENROLMENT FORM NOTES 報名註冊表格須知

Academic Year 2019-2020 School Fees will remain unchanged at **£180**. Due to new administration procedures, termly payments will no longer be available. Please see school office if you have any issues.

For the New Academic Year September 2019 to July 2020, please complete and submit the Enrolment Form with full address and contact details to the school office no later than Sunday 7th July 2019.

Please make the payment in full using one of the following methods, we will issue a receipt for you to collect textbooks in the new term in September 2019:

1. **By Cheque** – made payable to “Watford Chinese Community School”
2. **By Cash** – to the School Office
3. **By Bank Transfer / Online Banking** – When you submit the Enrolment Form to the School Office, you will be provided a **Unique Reference Number (URN)** which must be quoted as the payment reference. Please bring in the payment note to the school office to receive your receipt.

Our bank (**HSBC**) details are as follow:

Sort code: 40-45-27

Account Number: 31361643

Enrolment Forms must be received by the same date to receive the **Unique Reference Number** for bank transfer payments.

- Payment by bank transfer /online Banking – Enrolment Form to be received no later than 7th July 2019 and payment to be made by 14th July 2019 (last day of term).
- Payments by cheque or cash (with Enrolment Form to be received no later than Sunday 7th July 2019).

Late Enrolment and Payment may delay class allocation and books collection at the start of September term.

2019/2020 學年學費 將維持 **£180** 不變, 由於新的管理程序, 將不再提供分期方式付款。如果您有任何問題, 請聯繫學校校務處。

2019/2020 年新學年, 學生的報名註冊表格必須完整填寫地址和聯繫方式後, 於星期日 2019 年 7 月 7 日前提交學校校務處註冊。

請使用以下付款方式之一支付全額學費, 我們將會發出收據給你在 2019 年 9 月新學期開學時領取教科書。

1. **支票** – 支票抬頭請寫 “Watford Chinese Community School”
2. **現金** – 交校務處辦理
3. **銀行轉賬 / 銀行網上付費** – 我們的銀行 (**HSBC**) 詳細信息如下。提交報名註冊表格時, 校務處會給你提供一個須要引用的**唯一參考編號 (URN)**。銀行轉賬 / 網上付費時, 必須引用此 **(URN)** 作為代款參考。請將銀行轉賬單或列印網上付費單帶回學校校務處換領正式學費收據。

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報名表格必須在同一天提交學校校務處才能收到銀行轉賬/網上付款的 **Unique Reference Number (URN)**。

- 通過銀行轉賬/網上付費, 報名表格必須在 2019 年 7 月 7 日前交校務處收到, 並於 7 月 14 日(本學期最後一天)前付款。
- 通過支票或現金支付學費, 報名表格和學費必須在 2019 年 7 月 7 日前交學校校務處收到。

在此日期之後的註冊和付費可能會延遲您的孩子在 9 月初開學時書籍派發和班級分配。

報名註冊表格有關通用數據保護條例 (**GDPR**)的中文翻譯

為了遵守最新的通用數據保護條例 (**GDPR**), 我們需要您的同意由偉福中文學校 (**WCCS**) 學校工作人員和家教會 (**PTA**)使用您和您孩子的個人詳細信息進行通訊和行政管理。 **WCCS** 不會將您的/您的孩子的詳細信息傳遞給其他第三方。

我同意偉福中文學校 (**WCCS**) 使用我和我孩子的個人資料進行通訊和管理。

我同意偉福中文學校 (**PTA**) 使用我和我孩子的個人數據進行通訊和管理。