

南普峽中文學校

High School Foreign Language Credit Application

1. Application must be submitted within the first month (September) of school year, preferably with fall registration form.
2. Chinese School will notify student's high school in regards to the application. The letter can either be turned in by student or sent by Chinese School, specified by student on the application. The high school has the rights to deny, challenge or accept the request.
3. Student must maintain full attendance unless excused by teacher with advance notice. This includes cultural class.
4. Both teacher and student will keep record of all homework, projects, tests and exams.
5. At the end of fall semester, teacher will evaluate the record and submit a progress report to Chinese School's official. A letter will be sent to the high school on the student's progress.
6. At the end of school year, teacher will again evaluate the record and complete the student's report card with an overall letter grade. A letter of completion will be sent to the high school with copy of the report card.
7. Student is responsible to coordinate with the high school on the request and inform Chinese School's official if there is any issue.
8. Chinese School's teacher and official have the rights to decline the credit if student does not meet the requirements.

Student Name: _____ ID Number: _____

Name of High School: _____

Principal Name: (Mr/Mrs) _____

School Address: _____

City: _____ Zip Code _____

Phone Number: _____

Check one:

I will pick up the letter and turn it in to my high school

Please send the letter to the above school address