

Frequently Asked Questions

1. What is your address?

We operate at the following address:

F.A.Day Middle School
21 Minot Place
Newtonville, MA 02460

Driving direction can be found on our web site via this link:

<http://www.newtonchineseschool.org/direction.php>

Our mailing address is:

Newton Chinese Language School
P. O. Box 600442
Newton, MA 02460

For other contact information, visit: <http://www.newtonchineseschool.org/contact.php>

2. What is the schedule for NCLS?

Our school hours are from 12:30pm to 5:00pm on Sundays. This time frame is split into three class periods: First class: 12:30-1:50pm; second class: 2:00-3:30pm; third class: 3:40-5:00pm. The school calendar can be found at

<http://www.newtonchineseschool.org/calendar.php>

3. Do you have bilingual classes?

Our language teachers are all bilingual, but they are encouraged to speak Mandarin Chinese for teaching. Students need to understand simple conversation in Chinese before entering the classes.

4. What is the difference between Zhong Wen and Ma Liping?

They are two different sets of Chinese language text books. Please refer to the teaching highlight_bs via this link:

http://www.newtonchineseschool.org/registration/All_Grades_jiao_xue_zhong_dian.htm

5. How do I register at NCLS?

Please refer to the registration procedure:

<http://www.newtonchineseschool.org/news/RegistrationProcedurefor2010FallTerm.pdf>

If you are new to our school, please create your family account online at:

<http://www.newtonchineseschool.org/main/loginonline.html>

Click the link for “create a new family account”. Remember to enter an adult information for the account. Once you have created the account, you can log into it to add new students. You can then follow the above registration procedure.

6. How do I add class?

You may add/change/cancel classes in your account during open registration period. Please be reminded that the registration system will be closed after the first school day. Only the system admin can make the changes. If the change needs to be made outside of the registration period, please contact school administration in school library.

7. How do I cancel class?

Same as above.

8. When should I receive my refund after I cancel my child’s class?

Policy for cancellation refund can be found at http://www.newtonchineseschool.org/cgi-bin/main/pscript1.pl?file=cancel_late_pay.htm. Please give us some time to process your refund.

9. I wanted to enroll my child to a class but found this class is full, what I should do?

You will need to put your child on the waiting list. When a space is available, you will be contacted by school administration.

10. I enrolled my child to a class but found out that I need to change the class, how do I change class?

Please refer to the answer for question 7.

11. I sent a check to NCLS but found out the check had not been cashed yet, what should I do?

It may take a while for us to process all mail-in payments. However, if the school has begun and you have sent out for weeks, please contact school administration as soon as possible for this situation.

12. How does my child apply for Teaching Assistant position in NCLS?

NCLS conducts TA recruiting before the end of each school year - in late May through early June. Please refer to Teaching Assistant’s school rule on NCLS handbooks’ page: http://www.newtonchineseschool.org/handbook/ta_rules.htm

13. How do I know which class fit my child best?

Please refer to

http://www.newtonchineseschool.org/registration/All_Grades_jiao_xue_zhong_dian.htm
for class descriptions.

15. How do I make the payment?

Please pay online by Paypal, credit card or send a check to:

Newton Chinese Language School

P.O. Box 600442

Newton , MA 02460

Or make your payment at school library. We take check and cash, no credit card. Please be aware of our policy on late payment:

http://www.newtonchineseschool.org/cgi-bin/main/pscript1.pl?file=cancel_late_pay.htm