



## Orientation

*2026 Spring*



# Peninsula Chinese School

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## Revision History

**Note:** The revision history cycle begins once changes or enhancements are requested by the school committees.

Date	Version	Description	Authors
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# Peninsula Chinese School

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## 1. Welcome & Introductions

### *Opening remarks from the school board*

On behalf of the school board, we want to thank you for being here and for dedicating your time and talent to our mission. Our school was founded to introduce Chinese language and culture to the communities in Hampton Roads. We believe that by learning the language and exploring traditions, stories, and customs, our students not only gain knowledge, but also a stronger connection to Chinese culture and the values it represents.

Our school is built on three key values:

1. **Learning** – helping our students grow step by step in language and culture.
2. **Sharing** – opening the door for families in our local community to take part in Chinese traditions.
3. **Connection** – strengthening bonds between teachers, students, and families as we grow together.

We are grateful for your dedication. Please remember you are not alone—our board and parent volunteers are here to support you. Together, we will make this year a rewarding one for both our teachers and our students.

Thank you again for joining us, and we look forward to the wonderful year ahead.

Peninsula Chinese School (PCS) Committee

01/2026



# Peninsula Chinese School

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## History and purpose of the school

The Virginia Peninsula Chinese School (PCS) is a non-profit institution under the Peninsula Chinese American Association (PCAA), dedicated to providing modern Chinese language education to residents of the Virginia Peninsula.

Founded in 1977, PCS began with a small group of about 30 students and three teachers. By 1980, it became part of the continuing education program at Christopher Newport University (CNU). In 2000, PCS moved to Denbigh High School with the support of Newport News Public Schools. During the COVID-19 period, the school temporarily relocated to Tabb High School and Mt. Vernon Elementary School with support from the York County School Division, returning to Denbigh High School in 2023. In 2025, following adjustments by Newport News Public Schools, PCS moved to Woodside High School (WHS).

The school's curriculum places a strong emphasis on Chinese language and cultural heritage, complemented by occasional enrichment programs. Today, PCS has grown to include more than 10 regular classes, 3 after-school programs, and approximately 70 students.



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## Mission

Our mission is to introduce Chinese language and culture to the local community by providing quality education, meaningful cultural experiences, and opportunities for families to learn and grow together, fostering mutual understanding and appreciation between Chinese culture and other cultures.

## Vision

We envision a welcoming community school where students of all ages gain language skills, appreciation of Chinese traditions, and a lasting connection to Chinese heritage and values. Through language and culture, we aim to build understanding, friendship, and connection across generations and the wider community.

## Goals

1. **Language Learning** – Offer structured and engaging Chinese language instruction at different levels for children and adults.
2. **Cultural Education** – Provide hands-on experiences with Chinese traditions, festivals, arts, music, and history.
3. **Community Engagement** – Involve families and local residents in school activities, celebrations, and events.
4. **Teacher Excellence** – Support teachers with training, resources, and collaboration opportunities to ensure effective teaching.



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## Teachers

### **Limei Chen/陈丽梅**

I have been teaching at Peninsula Chinese School for eight years. I design lesson plans that fit different age groups, helping students experience the fun and beauty of the Chinese language and culture from learning their first Chinese character to speaking their first complete sentence.

“已在半岛中文学校任教八年。会根据各年龄段的孩子设计不同的教学方案，让学生们从认第一个汉字，说第一句完整的话开始，逐步感受汉语文化的趣味与魅力”

### **Rongrong Yin/殷蓉蓉**

I enjoy learning and growing alongside my students. I believe language learning should be engaging, encouraging, and full of curiosity. In my class, we will explore not only the Chinese language, but also the stories and culture behind it. I look forward to supporting each student's progress and celebrating every step forward together.

“我很享受与学生一起学习、一起成长。语言学习需要耐心、兴趣和勇气。在课堂上，我们不仅学习中文本身，也会了解语言背后的文化和故事。期待陪伴大家一步步进步，共同收获成长的喜悦。”

### **Wei Liao (Vivian)/ 廖伟**

I'm a teacher at Peninsula Chinese School for three years and have over thirty years of experience in education. In the past, I worked with high school students preparing for college, and now I enjoy teaching younger children and helping them discover the beauty of the Chinese language.

“半岛三年的新人。过去三十年当教师率领的是大孩子，送他们迈入大学。如今陪伴的是小朋友，让孩子们学习成长，感受中文的美好。这是件快乐的事！”

### **Luyuan Jia/贾璐瑗**

I came to the U.S. in 2015 to study and have lived on the Peninsula for ten years. Now a full-time mother of three children aged 2, 4, and 6, I encourage my students to speak Chinese proudly and confidently.





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“15 年来美留学，在半岛 10 年。现在是全职妈妈，家有三个小孩，2、4、6 岁。让我们把汉语大声讲出来”

## **Yulin Zhang (Icey)/ 张玉淋**

I have been in education for over ten years, always dedicated to inspiring students' curiosity and encouraging independent learning. I hope my students not only learn Chinese characters but also understand Chinese culture and ways of thinking through the language.

“从事教育工作十余载，一直致力于激发学生兴趣，培养自主学习能力。希望孩子们不仅认识汉字，更能通过语言理解中国文化和思维方式。期待和大家一起探索中文的魅力，开启轻松又收获满满的学习旅程”

## **Zaijian Sun (James)/ 孙再建**

Teaching and spending time with children is one of the greatest joys in my life. Watching them grow brings me happiness, and I do my best to open the door of Chinese learning for them so they can appreciate the depth and richness of the language.

“教课的同时，与小朋友们相处是一种享受，看着孩子们的成长是一种幸福，尽最大努力给孩子们打开汉语学习的大门，希望将来孩子们能感受到汉语语言的博大精深！”

## **Shaoheng Wang/王少恒**

I have lived on the Peninsula for more than ten years and work in research. My teaching focuses on cultural heritage, helping children blend Chinese culture and traditions into their personal growth.

“在半岛生活了十几年，从事科研工作。教学侧重于文化传承，帮助孩子在成长过程中融合一些中国文化与传统”

## **Lusheng Liang/梁鲁生**



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I enjoy growing and learning Chinese together with my students. Chinese is a challenge for both of us. If you are willing to learn, I am willing to teach. Your progress is my biggest reward.

“愿和小朋友一起成长，一起学中文。中文是你的挑战，也是我的挑战。你愿意好好学，我就愿意好好教。你学到了，就是我赚到了”

## **Lin Li/李林**

I've lived on the Peninsula for many years and work as a mechanical engineer with twenty years of experience. I'm excited to share the richness of Chinese culture with my students.

“半岛老居民，有 20 年工作经验的机械工程师，愿与同学们一起欣赏中华文化”

## **Yanbin Ma/马艳斌**

I have over ten years of experience in language and translation work. Now that the Peninsula is my new home, I'm devoted to exploring the depth and artistry of the Chinese language, its harmony of form, sound, and meaning.

“半岛是新家。在线翻译工作超过十年。中文是形、音、意的完美结合。愿在这个领域深耕不辍”

## **Melissa Sun/孙欣怡**

I am looking forward to learning art together each Saturday! I hope this year we can develop our art skills, have fun with our creativity, and learn new techniques. I am excited to see you all in class!

“期待每周六与大家一起学习艺术！希望今年我们能共同提升艺术技能，享受创作的乐趣，并学习新的技巧。”

## **Jixie Zhang/张机械**

I've lived on the Peninsula for twenty-two years and have been involved with the Chinese School in many roles — committee member, vice principal, principal, and advisor.



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I've also taught programming and math. This semester, I'm returning to the math classroom to help students discover that mathematics is not a dull subject, but one filled with logical beauty and the joy of problem-solving. I'm very happy to continue contributing to our school community and look forward to another rewarding semester together.

“大家好！我是张机械老师。作为咱们中文学校的一名“老熟人”，我在美丽的半岛地区已生活了二十二年，亲身见证了中文学校一路走来发展与成长。

这些年来，我在学校担任过多种角色——从校委、副校长、校长，到校长顾问，还教过编程课和数学课。这些经历让我对学校的孩子和学习氛围都有了更深入的了解。这学期，我再次回到数学课堂，负责数学课后班。我的目标很明确：就是希望带领孩子们发现，数学绝不只是一门枯燥的科目，其中更充满了逻辑的魅力和解决难题的成就感。

非常开心能继续为中文学校贡献一份力量。让我们共同努力，给孩子们创造一个既充实又愉快的学期！”

## **Kenneth Mooday/木科寧**

Hometown: Virginia

Education/Profession: Mechanical Engineer

Coaching: Started coaching chess in 2018. Encourage respect, fun and teamwork in chess club. Will help students prepare for competition and participate if they are interested.

Other Interests: Foreign Language (Mandarin), Tennis, and Piano.

“我是机械工程师，自 2018 年起担任国际象棋教练。教学中注重培养学生的尊重精神、学习兴趣与团队合作能力，帮助他们在比赛中不断提升，并从中获得成长。平时喜欢学习外语（中文）、打网球和弹钢琴。”

## **Bo Zhang / 张博**

I have served as the treasurer at the Chinese school since 2019. I enjoy sports and have introduced my children to tennis, swimming, soccer, ice skating, and skiing. I hope students can stay physically active while learning Chinese and develop healthy exercise habits.



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我自 2019 年起在中文学校担任财务工作。我和孩子都喜爱运动，曾启蒙孩子参与网球、游泳、足球、滑冰和滑雪等运动。我希望孩子们在学习中文的同时，也能保持运动习惯，增强体能



# Peninsula Chinese School

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## School Board Members

(Listed alphabetically)

Linda Chang

Vice Principle, Student Council, Student Leadership Building

Lin Chen

Principle, Operation

Yuan Chen

Seminar

Jian Gao

Textbook

Wei Liao

Human Resource

Yi Lin

PCAA Coordinator

Kymberly Thomas

Social Media

Bo Zhang

Finance

Jixie Zhang

Web Master

Feng Zhou

Outreach



# Peninsula Chinese School

## 2. School Overview

### 2.2 School calendar for Spring 2026

半岛中文学校2026年春季学历 (Peninsula Chinese School Spring 2026 Calendar)					
一月 January	Jan. 10 CLASS #1	Jan. 17 CLASS #2	Jan. 24 CLASS #3	Jan. 31 CLASS #4	
	*注册 Registration	*注册 Registration		No Cafeteria	
二月 February	Feb. 7 CLASS #5	Feb. 14 CLASS #6	Feb. 21 SPRING FESTIVAL Celebration Event	Feb. 28 CLASS #7	
	No Cafeteria	No Cafeteria	Auditorium		
三月 March	Mar. 7 CLASS #8	Mar. 14 CLASS #9	Mar. 21 CLASS #10	Mar. 28 CLASS #11	
四月 April	Apr. 4 SPRING BREAK	Apr. 11 SPRING BREAK	Apr. 18 CLASS #12	Apr. 25 CLASS #13	
五月 March	May. 2 CLASS #14	May. 9 CLASS #15	May. 16 CLASS #16	May. 23 MEMORIAL DAY WEEKEND	May. 30 CLASS #17

**Class Time:** 13:30 - 14:30, 14:45 - 15:45

**Afterschool Class Time:** 16:00 – 16:45

#### Location

Woodside High School, 13450 Woodside Ln, Newport News, VA 23608

### 2.3 Chinese Classes

Teacher	Class Name	Classroom
Limei Chen	Class 00 Entry	B-229
Rongrong Yin	Class 01 Primary I	B-227
Wei Liao	Class 02 Primary II	B-228
Luyuan Jia	Class 03 Primary III	B-230
Yulin Zhang	Class 04 Medium I	B-226
Zaijian Sun	Class 05 Medium II	B-225
Shaoheng Wang	Class 06 Medium III	B-231
Lusheng Liang	Class 07 Advance I	B-232
Lin Li	Class 08 Advance II	B-238
Yan Bin Ma	Class 10 Conversation	B-239



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## 2.4 Chinese Textbooks

PCS primarily uses Liping Ma's Chinese textbooks. Teachers will place orders for students at the PCS group price. Parents who wish to purchase textbooks independently may do so through [heritagechinese.com](http://heritagechinese.com).

## 2.5 Afterschool Classes

Teacher	Class Name	Classroom
Melissa Sun	Drawing	B-226
Jixie Zhang	Mathcounts	B-225
Kenneth Moody	Chess	B-231
Bo Zhang	Sports	Outdoor
Yulin Zhang	Yoga	Cafeteria/Hallway

## 2.6 Registration, Tuition and Fees Management

### Tuition and Discounts for Chinese Classes

- The tuition for the Spring 2026 semester is \$170.
- PCAA members receive a \$15 discount, PCAA registration: <https://www.pcaa-va.org/register/RegisterPCAAMember.php>.
- The second child from the same family receives an additional \$10 discount; the third child or above receives an additional \$20 discount.

### Tuition and Discounts for Afterschool Classes

- The tuition for the Spring 2026 semester is \$85.
- PCAA members only, PCAA registration: <https://www.pcaa-va.org/register/RegisterPCAAMember.php>.

### Registration and Trial Period

- The first two weeks are the registration and adjustment period.
- Students may register and transfer between classes. New students may try out classes before finalizing enrollment.

### Withdrawal and Refund Policy

- Withdrawal within the first 4 weeks: 100% tuition refund.
- Withdrawal during week 5–6: 75% tuition refund.
- Withdrawal after week 6: no refund.

### Tuition for Transfer Students



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- Enrollment within the first 4 weeks: 100% tuition.
- Enrollment during week 5–6: 80% tuition.
- Enrollment after week 6: 75% tuition.

## Payment Deadline and Late Fees

- Tuition is due on the first day of the semester, with a 2-week grace period.
- Late fees apply as follows:
  - - 2–3 weeks late: 10% surcharge
  - - 4–5 weeks late: 15% surcharge
  - - More than 6 weeks late: 20% surcharge

## Annual Adjustment

- Tuition and fees are determined each academic year based on PCAA-WHS, the PCAA-PCS agreement, and class arrangements.
- Tuition and fee increases are approved by the Parent Council.

## Student Pick-up Rules

- Parents must pick up children by 3:50 PM if they are not enrolled in extracurricular activities.
- Parents must pick up children by 4:50 PM if they are enrolled in extracurricular activities.
- After these times, PCS will take no responsibility for the students and reserves the right to impose fines on parents.

## 2.7 Communication channels

- PCS Official Website  
<https://www.pcaa-va.org/pcs/index.html>
- PCS Emails  
[principal@pcaa-va.org](mailto:principal@pcaa-va.org), principle  
[helpdesk@pcaa-va.org](mailto:helpdesk@pcaa-va.org), tuition payment, PCS website, feedback  
[pcs@pcaa-va.org](mailto:pcs@pcaa-va.org), advertisement, outreach  
[pcs.youthlp@pcaa-va.org](mailto:pcs.youthlp@pcaa-va.org), student council  
[events@pcaa-va.org](mailto:events@pcaa-va.org), PCS events
- PCS Parent WeChat Group, Join by Invitation
- Facebook  
<https://www.facebook.com/profile.php?id=100085129397496>





## 3. Policies & Procedures

### 3.1 Code of Conduct

To ensure a safe, respectful, and productive learning environment, all students and parents are expected to follow this Code of Conduct.

#### 3.1.1 Students

- Arrive on time and be ready to learn.
- Show respect to teachers, classmates, and school property.
- Follow classroom rules and instructions.
- Participate actively and put forth the best effort in learning.
- Use respectful language and behavior at all times.
- Take responsibility for homework, assignments, and personal belongings.
- **Maintain classroom cleanliness** by keeping desks, floors, and materials tidy.
- **Maintain bathroom cleanliness** and use facilities responsibly.
- **No running in hallways** — walk calmly and safely at all times.
- Avoid disruptive, disrespectful, or unsafe behavior.

#### 3.1.2 Parents/Guardians

- Support your child's learning by ensuring attendance, punctuality, and completion of assignments.
- Communicate respectfully with teachers and staff.
- Encourage positive attitudes toward learning and respect for Chinese culture.
- Supervise children before and after school hours, ensuring their safety.
- Participate in school activities and volunteer when possible.
- Address concerns through proper channels.
- Respect school rules, staff, and other families.

#### 3.1.3 General Expectations for All

- Treat everyone in the school community with courtesy and respect.
- Keep the school environment safe, clean, and welcoming.
- Promote a spirit of cooperation and cultural appreciation.



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## 3.2 Attendance and Punctuality Expectations

To ensure consistent learning and a smooth school experience, all students and parents are expected to follow the attendance and punctuality guidelines below:

### 3.2.1 Students

- Attend class regularly; frequent absences interrupt learning and progress.
- Arrive on time for each class; being late disrupts the teacher and classmates.
- Notify the teacher in advance if you must miss a class (parents may send a message/email).

### 3.2.2 Parents

- Ensure children arrive on time and are picked up promptly after class.
- Always use the **main entrance** and pass through the security check when entering the building.
- Do not open doors for others; all visitors must enter through the security check.
- Notify the teacher in advance if your child will be absent or late.
- Support your child in completing any missed classwork or assignments.

### 3.2.3 General Expectations

- All school events and classes begin on time; everyone is expected to respect the schedule.
- Repeated lateness or absences without a valid reason may be addressed by the School Board.

## 3.3 Safety and Emergency Procedures

The safety of our students, teachers, and families is our highest priority. All staff, students, and parents must follow these procedures to ensure a safe school environment.

### 3.3.1 Fire Drill & Evacuation

- Teachers will lead students and parents calmly and quickly to the designated exit route posted in each classroom.
- Students and parents must walk in a single line, with no running, shouting, or pushing.
- Classes will gather at the designated assembly area and wait for further instructions.
- Do not re-enter the building until it has been declared safe by school leadership or emergency personnel.



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## 3.4.2 First Aid & Medical Emergencies

- Report any emergencies to a teacher or an on-duty school committee member.
- First aid supplies are located in the security office.
- In serious situations, call 911 immediately and inform an on-duty school committee member.

## 3.4.3 Safety Rules

- All students must be dropped off and picked up by a parent or designated guardian.
- Students should remain in their classrooms during instruction time and should not wander the halls unsupervised.
- No running in hallways or unsafe behavior in classrooms, hallways, or restrooms.
- Parents must use the **main entrance** and pass through the security check.
- Do not open doors for others—everyone must enter through the security checkpoint.

## 3.4.4 General Emergency Guidelines

- In the event of severe weather or a lockdown, follow the instructions of on-duty school committee members and emergency personnel.
- Remain calm, listen carefully, and follow all safety protocols.
- Teachers and school committee members will maintain order and ensure that all students are safely accounted for during emergencies.

## 3.4.5 Classroom Courtesy and Facility Use

Families and students should help keep classrooms and shared spaces clean and orderly. Please remind children to treat desks, chairs, and materials with care, and avoid bringing food or drinks (except water) into classrooms.



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## 4. Parent & Community Engagement

### 4.1 Parent communication expectations

Open and respectful communication between parents, teachers, and school staff is essential to support student success and ensure a positive school environment.

#### 4.1.1 Parents Are Expected To

- **Stay Informed** – Read school emails, newsletters, and announcements in a timely manner.
- **Respect Communication Channels** – Address classroom matters with the teacher first; if further support is needed, contact school leadership.
- **Notify Promptly** – Inform teachers about student absences, lateness, health concerns, or any issues that may affect learning.
- **Model Respect** – Communicate politely and respectfully with teachers, staff, and other parents.
- **Participate** – Attend parent meetings, conferences, and school events whenever possible.
- **Support Learning at Home** – Encourage your child to complete homework, review lessons, and practice language skills.
- **Volunteer When Possible** – Contribute to cultural events, activities, or classroom support.

#### 4.1.2 Teachers and School Will

- Provide timely updates on student progress and classroom activities.
- Communicate clearly about expectations, homework, and upcoming events.
- Respond to parent inquiries within a reasonable timeframe.
- Work together with parents to support each child's learning and well-being.

### 4.2 Cultural Events and Celebrations

In addition to classroom learning, PCS organizes annual cultural events and celebrations to help students and families experience Chinese traditions and strengthen community connections. These events bring together language, culture, and community in a meaningful way.

#### 4.2.1 Food Festival

- Students, families, and teachers prepare and share traditional Chinese dishes.



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- Date: November 2025

## 4.2.2 Chinese New Year Celebration

- The largest cultural event of the year, featuring performances such as songs, dances, and skits by students.
- Date: February 2026

## 4.2.3 BBQ Celebration and Awards Ceremony

- Provides time for socializing, games, and family-friendly activities.
- Recognize student academic/non-academic achievements.
- Date: May 2026

## 4.3 Parent–Teacher Collaboration

PCS encourages open and ongoing communication between parents and teachers. Parents are welcome to share feedback, ideas, or volunteer for classroom support. Working together, we can better meet each child's learning needs and strengthen our community.



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## 5. Parent Council

The Parent Council plays an important role in supporting the school's mission and strengthening the partnership between families and teachers. Parents are encouraged to join or volunteer with the Parent Council to help enhance the student learning experience and build a stronger school community.

Each class elects (or allows self-nomination of) 1–2 parent representatives through a democratic process. These representatives form the Parent Council, which then elects one Parent Council Chair.

**Qualifications:** Representatives should be dedicated to the school's work, have rich experience in family education, be fair and impartial, understand educational principles, possess problem-solving and analytical skills, and be willing to contribute their time and talents to support the school's development.

**Term:** Parent representatives and the Parent Council Chair serve a one-year term. If a student leaves the school, the parent of that student automatically loses representative status.

### **Responsibilities of the Parent Council include:**

- Approving or rejecting financial expenditures proposed by the School Council.
- Mediating disputes between parents and the school, with final arbitration authority.
- Assisting the school in arranging on-duty parent volunteers.
- Providing constructive feedback on teaching quality and school operations.
- Supporting the school in organizing meaningful cultural and extracurricular activities.



# Peninsula Chinese School

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## 6. PCS Liability Waiver

In consideration of being allowed to participate in activities, classes, and events organized by Peninsula Chinese School ("the School"), located in Newport News, Virginia, I, the undersigned parent/guardian (or adult participant), acknowledge and agree to the following:

### 1. Assumption of Risk

I understand that participation in classes and activities involves certain risks, including but not limited to personal injury, illness, or property damage. I voluntarily assume all risks associated with participation.

### 2. Release of Liability

I hereby release, discharge, and hold harmless Peninsula Chinese School, its teachers, volunteers, staff, and Board members from any and all claims, demands, or causes of action arising out of or related to participation in School activities, whether occurring on or off School premises.

### 3. Medical Treatment

In the event of an emergency, I authorize the School to obtain necessary medical treatment for my child (or myself if an adult participant). I agree to be financially responsible for any costs incurred.

### 4. Photography/Media Release

I grant permission for the School to use photographs, videos, or other media of my child/myself for educational or promotional purposes.

### 5. Responsibility for Damages

I acknowledge and agree that I (or my child, if a minor) am responsible for any intentional or negligent damage to school property, classroom facilities, or equipment caused by my actions (or my child's actions). I agree to reimburse Peninsula Chinese School for the reasonable costs of repair or replacement.

### 6. Acknowledgment

I have read and fully understand this waiver and agree to its terms.

Student Name: \_\_\_\_\_

Parent/Guardian or Adult Participant Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_