



## 匹兹堡中文学校学籍管理制度

### (一) 新生入学:

1. 凡第一年在我校注册, 进入中文学前四岁班 (K1), 五岁班 (K2) 和一年级的学生, 统称为“新生”。
2. 进入学前 K1 班的新生在入学当年的九月三十日必须年满四周岁; 进入学前 K2 班的新生入学当年的九月三十日必须年满五周岁。
3. 进入中文一年级学习的新生入学当年的九月三十日必须年满六周岁。
4. 在我校注册学习的新生需在学校指定的时间向学校出示学生的出生证明。
5. 所有新生必须根据以上相关规定, 经学校教务系统审核批准后进入指定的班级上课。
6. 如有学生申请入学, 但因特殊原因不能满足以上规定, 由董事会讨论决定。

### (二) 插班生入学:

1. 凡第一年在我校注册, 进入中文二年级或以上各班的学生, 统称为“插班生”。(注: 二年级新生入学当年的九月三十日必须年满七周岁, 其余年级依此类推。)
2. 插班生入学程序: 网上注册, 通过面试进行中文水平评估, 如需要, 外加相应级别插班入学考试。
3. 根据评估和考试结果, 经学校教务系统审核批准后进入指定的班级上课。
4. 曾在我校中文班就读, 因故辍学一年或一年以上, 重新申请在我校中文班入学的学生, 统称为“复读生”。复读生将按照插班生的入学规定申请入学, 原则上在辍学时的原年级继续学习。

### (三) 中文学校开设下列课程:

#### 中文班:

学前班 K1 (4 岁) 和 K2 (5 岁: 有说中文的家庭环境): 培养语感。

第 1 到第 6 年 (6 岁到 11 岁): 完成认字 1000-2000 水平, 达到初步自主阅读和写作。

第 7 到第 9 年 (12 岁到 14 岁): 在了解中国地理, 文化和历史的过程中, 学习和运用语言知识, 提高写作水平, 完成 HSK 四级或更高级别的考试。

第 10 到第 12 年 (15 岁到 17 岁): 通过选择专题文化课或准备 AP 考试, 全面提升听说读写的能力。

#### EC 班:

第 1 到第 3 年 (5 岁到 13 岁, 无说中文的家庭环境): 从学说中国话开始, 听得懂中国话, 认识中国字, 从而过渡到中文班或其他选择。

### (四) 结业生要求:

1. 中文班 10 年级和以上年级的学生, 在中文学校连续就读两年以上 (包括结业时的学年), 出勤率在 75% 以上;
2. 或, 在结业学年的九月三十日满 15 周岁, 在中文学校累计就读四年以上 (包括结业时的学年), 出勤率在 75% 以上。

(五) 毕业生要求: 中文班 10 年级和以上年级的学生, 在中文学校连续就读两年以上 (包括毕业时的学年), 并通过 HSK 四级或更高级别的考试。

(六) 符合毕业生或结业生要求的中文班学生可以在秋季学期结束前提出申请, 由学校教务系统核实批准。毕业生需在春季学期独立完成毕业课题, 具体程序参见《匹兹堡中文学校学籍管理制度附件》。毕业生将在毕业典礼上授予毕业证书, 结业生将领到结业证书。

(七) 如有学生申请毕业或结业, 但因特殊原因不能满足以上要求, 由董事会讨论决定。



# Pittsburgh Chinese School (PCS) Academic Requirements

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## I. Entry of New Students:

1. A student who enrolls preschool (K1), kindergarten (K2), or 1<sup>st</sup> grade in first year is considered as a “New Student”.
2. Children must be four years old on or before September 30 to enter preschool (K1) and five years old to enter kindergarten (K2) in our school.
3. Children must be six years old on or before September 30 to enter grade 1.
4. All new students are required to provide proof of child’s age.
5. All new students who meet the above requirements will be assigned to an appropriate class by our registrar.
6. In the case a student applies for the enrollment but does not meet the above requirement due to a special reason, a final decision will be made by the school board.

## II. Entry of Transferring Students:

1. A student is considered as “A Transferring Student” because he or she is 1<sup>st</sup> year register in PCS and enrolls grade 2 or higher. (Note: A new student registered in Grade 2 must be seven years old on or before September 30, and similar requirement for higher grade.)
2. Enrollment for transferring students: register online, meet PCS academic committee members and, if necessary, attend an entry exam.
3. According to interview evaluation and exam results, the student will be assigned to an appropriate class.
4. “A Returning Student” is who returns to PCS after taking break with one or more years. Returning students will follow the same process as “Transferring Students”. In general, he or she should be back to the grade where he or she left.

## III. Classes Offered by Pittsburgh Chinese School:

### Chinese Class:

**Preschool K1** (All of 4 years old) and **Kindergarten K2** (5 years old from Chinese speaking families): Cultivating feeling of Chinese language.

**1-6 years** (6-11 years old): know 1000-2000 characters, be able to complete independent reading and writing in preliminary level.

**7-9 years** (12-14 years old): learn to apply Chinese language in the process of studying Chinese geography, culture, and history, improve critical reading and writing skill, and complete HSK 4 or higher level.

**10-12 years** (15-17 years old): have option to take various special topic of Chinese culture and AP Chinese class, enhance listening, speaking, reading, and writing level.

### EC Class:

**1-3 years** (5-13 years old, Non-Chinese speaking family): learn to speak and listen, recognize Chinese, and then transfer to regular Chinese or other options.

## IV. Class Completion Requirements:

1. Enroll in grade 10 or higher, study in PCS for two consecutive years before the end of final school year, reach 75% or more attendance rate.
2. Or over 15 years old on or before September 30 of the final school year, study in PCS for total four years before the end of final school year, reach 75% or more attendance rate.

V. Graduation Requirements: Enroll in grade 10 or higher, study in PCS for two consecutive years before the end of final school year, complete HSK 4 or higher level with qualified scores.

VI. Students may submit application for class completion or graduation before the Fall semester of final school year. Once approved by PCS academic committee, preparation will be started, and the student will complete the class or graduate in the end of school year. In either case, a certificate or diploma will be entitled.

VII. In the case a student plans to apply for graduation diploma or class completion certificate but does not meet the above requirement due to a special reason, a final decision will be made by the school board.

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