

# 新生网上注册步骤说明

- 第一步：在瑞华网站 [www.raychineseschool.org](http://www.raychineseschool.org) 上面菜单栏找到 **网上注册** 这一栏，选择 **申请新账号**，单击进入。



## 2021瑞华夏令营

注册开始日期: 3/22/2021

日期: 6/7/2021 - 8/20/2021

地点: North Central College (暂定)

**通知**

- 第二步：单击 **申请新账号** 后，你会看到这个界面。请填入需要信息。如果不清楚你的学区，或你是私立学校，可省略不填。填好信息后，单击 **Submit**。

### Request for New Account

Please enter your contact information below. Once you have been approved, we would email you your new login ID and password.

<b>Household:</b>	
Address: <input type="text"/>	City: <input type="text"/>
State: <input type="text"/>	Zip: <input type="text"/>
School District: <input type="text"/>	Home Phone: <input type="text"/>
<b>Main Contact:</b>	
First Name: <input type="text"/>	Last Name: <input type="text"/>
Chinese Name: <input type="text"/>	Email: <input type="text"/>
<b>Emergency Contact(if having minor students, could be names and cell phones of parents):</b>	
Name #1: <input type="text"/>	Phone #1: <input type="text"/>
Name #2: <input type="text"/>	Phone #2: <input type="text"/>
<b>Parents (if having minor students):</b>	
<b>Father:</b>	
First Name: <input type="text"/>	Last Name: <input type="text"/>
Chinese Name: <input type="text"/>	Work Phone: <input type="text"/>
<b>Mother:</b>	
First Name: <input type="text"/>	Last Name: <input type="text"/>
Chinese Name: <input type="text"/>	Work Phone: <input type="text"/>
<input type="checkbox"/> I have read <a href="#">Ray Chinese School policies</a> , and I hereby agree to abide to those policies.	
<input type="button" value="Submit"/>	<input type="button" value="Reset"/>

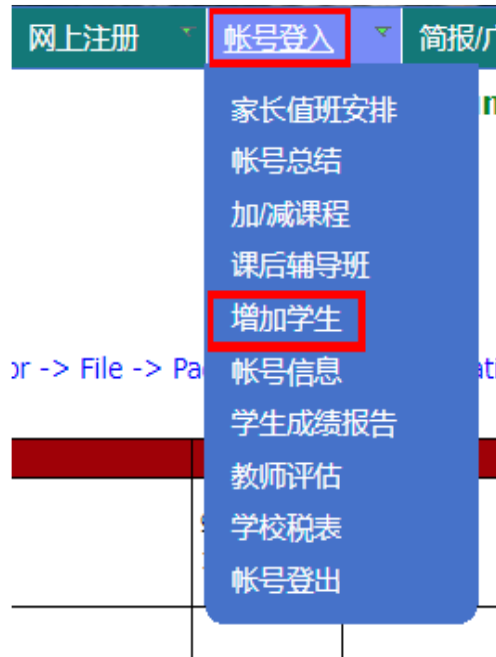
- 第三步：上面基本信息填好递交后,请等待。学校会把Login ID and Password发  
到你的邮箱里。如果没有，请去垃圾邮箱寻找。很多时候，这个信息可能直接进到  
你的垃圾邮箱里了。拿到Login ID and Password 后，请回到瑞华网站  
[www.raychineseschool.org](http://www.raychineseschool.org)。请选择 **账号登录**。



瑞华中文字学校帐号登入

A login form with a yellow background and a red header bar containing the text 'Log In'. Below the header, there are two labels: 'Login ID:' and 'Password:'. Each label is followed by a white rectangular input field. At the bottom of the form is a grey button with the text 'Log In'.

- 第四步：登录瑞华网站后，请去 **帐号登录** 一栏里去找到 **增加学生** 这一选项，点击 **增加学生**。如果你有两个学生，你需要分别添加两个学生，以此类推。



**Enter new student information for your family here.**  
**All fields are required, except Chinese Name.**

First Name  Last Name

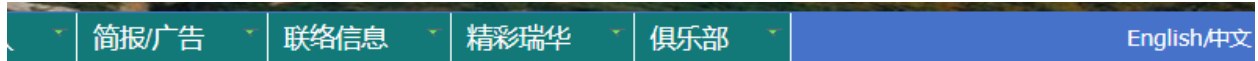
Birth Date (mm/dd/yyyy)  Chinese Name

Gender  Male  Female

Student Type  Child  Adult

***A \$10 non-refundable new student enrollment fee will be entered to your account upon successful setup of the new student.***

- 第五步：添加好学生以后，你就可以注册了。点击 **账号登录**，**加减课程**，你就会看到下表。



## ollment 2021SUMMER

2021SUMMER ▼

Click on Registration to enroll or drop classes for the student.

	Student ID	Student Name	Chinese Name
<a href="#">Registration</a>	██████████	██████████	██████████
<a href="#">Registration</a>	██████████	██████████	██████████
<a href="#">Registration</a>	██████████	██████████	██████████
<a href="#">Registration</a>	██████████	██████████	██████████

- 第六步：点击相应学生的 **Registration**, 你就会看到下表。

Class Sch

**Please select day:** Summer School  **Select Class Category:**

Page

Enable Class Schedule Paging  Size:

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**\*\*\* Fees indicated below DO NOT include non-refundable registration fee per**

All Programs - Fees indicated below DO NOT include the fees for the teachers, text bo

# Terms	Enroll	Course ID	Category	Course Title
1	Cancelled	<u>APS1</u> <u>*Cancelled</u>	English	AP English Language and Composition Exam Prep. AP English Language and Composition Exam Prep.
1	Cancelled	<u>APP1</u> <u>*Cancelled</u>	Science	AP Physics Exam Prep. AP 物理考试强化班
1	Cancelled	<u>AP1</u> <u>*Cancelled</u>	Test Prep	AP English Literature and Composition Exam Prep. AP English Literature and Composition Exam Prep.
1	Cancelled	<u>APC1</u> <u>*Cancelled</u>	Test Prep	AP Calculus AB EXAM PREPARATION AP Calculus AB 考试强化班
1	<u>Enroll</u>	<u>DA1</u> <u>*New</u>	Dance	Adult Dancing 成人优美有氧健身广场舞
1	<u>Enroll</u>	<u>ADL1</u> <u>*New</u>	Dance	Adult Dancing with Lin Jin 成人舞蹈 (林津)

- 第七步：找到你要选的课程，点击 **Enroll** 即可。如果需要注册多门课程，你可以在这个界面里点击所有你要选择的课程。

1	<a href="#">Enroll</a>	<u>DA!</u> <b>*New</b>	Dance	Adult Dancing 成人优美有氧健身广场舞
1	<a href="#">Enroll</a>	<u>ADL1</u> <b>*New</b>	Dance	Adult Dancing with Lin Jin 成人舞蹈 (林津)
1	<a href="#">Enroll</a>	<u>FCW1</u>	CFL	My First Chinese Word Summer Learning 中文识字 (二外)
1	<a href="#">Enroll</a>	<u>CHE1</u> <b>*New</b>	Chess/GO	Chess Camp For Intermediate 国际象棋提高营
1	<a href="#">Enroll</a>	<u>CH2</u> <b>*New</b>	Chess/GO	Chess Camp for Beginner 国际象棋初级班
1	<a href="#">Enroll</a>	<u>GO1</u> <b>*New</b>	Chess/GO	GO I 暑期围棋初级营

如有任何关于注册或帐户的询问，请送电子邮件到 [info@raychineseschool.org](mailto:info@raychineseschool.org)。

## Payment

### 1. Use Zelle QuickPay

Send payment to: [payment@raychineseschool.org](mailto:payment@raychineseschool.org)

Payee: Ray Chinese School

Please write your Login ID in the memo.

### 2. Use Check

Check payable to: **Ray Chinese School**

Mail address: P.O. Box 4018, Naperville, IL 60567-4018.

Please write your Login ID in the memo.