



Melbourne Chinese Ethnic School

墨尔本中华民族学校

## 2023 Admission Guide

### 1. Introduction

Melbourne Chinese Ethnic School (MCES) is a leading educational institution in the 21<sup>st</sup> century. This Charter provides the framework to ensure that the school continues to provide the utmost of excellence in tuition to students since the Year 1975 and onward as a vital and forward looking and progressive institution. MCES has strongly established its core purpose and has forged an effective partnership between students, teachers, parents, the wider community and other neighbouring ethnic schools. These vital partnerships help promote a relevant and engaging educational program designed to equip students with language skills and knowledge necessary to participate effectively in the local communities as well as the global community.

The educational program adopted at Melbourne Chinese Ethnic School is designed to support the development of the whole person; a person with a positive self-image, who seeks excellence and respects the rights of others. All students should develop an understanding of Chinese language, and acquire necessary language skills, which will allow them to operate successfully as global citizens.

The school will provide a supportive and caring environment, which promotes positive student teacher relationships and engenders a positive attitude to learning in all students.

### 2. Admission Process

Student registration

All enrolling students are required to fill in the MCES 2023 Student Enrolment Form which would be submitted to the Department of Education and Training by the school. After paying tuition and registration fee, students are allowed to access to classrooms.

You can download the MCES Enrolment Form via <https://www.mces1975.com>

Please make cash payment direct to the school admission officer and bring your enrolment form with you.

### 3. School information class time

#### Melbourne Chinese Ethnic School

Forest Hill College Campus  
178-180 Mahoneys Rd, Burwood East, VIC 3151  
Saturday 9.00am to 12.00pm

Westall Secondary College Campus  
87-93 Rosebank Ave, Clayton South, VIC, 3169  
Saturday 2.00pm to 5.00pm



#### 4. 2023 School Calendar

Semester One	Term 1	04 February 2023 to 1 April 2023
	Term 2	29 April 2023 to 17 June 2023
Semester Two	Term 3	15 July 2023 to 09 September 2023
	Term 4	7 October 2023 to 25 November 2023

#### 5. Rules and Regulations

1. The school observes the rules and regulations framed by the Department of Education and Training including those of Child Safety Standards.
2. Students observe the regulations framed by the school, protect the school's reputation and intellectual properties and take the responsibilities for the damages caused by themselves.
3. Within school terms students should not be left alone on Campuses before 9am at Burwood campus, and 2pm at Springvale campus.
4. Students must not leave the campuses without informing the school by parents during class time.
5. Students must not bring valuable items to school, they must take full responsibilities for any loss or damage.
6. Early collection is only accepted with written confirmation from our school assistant officer after completing students' early collection form. All students not being collected 20 minutes after school would be sent to the Office on campuses. Please see collection policy.
7. Students breaching the code of conduct of the school policy and regulation may result in suspension/expulsion considering the seriousness of the conduct.

#### 6. Fees

Student fee (Full Year) for all campuses	Book fee
Prep	\$530 -
Year 1	\$530 -
Year 2	\$530 -
Year 3	\$530 -
Year 4	\$530 -
Year 5	\$530 -
Year 6	\$530 -
Year 7	\$530 -
PVC 1	\$800 \$65
PVC 2	\$800 \$65
VCE 1 + 2	\$900 \$100
VCE 3 + 4	\$900 \$100