

# 吉隆坡臺灣學校

## 112 學年度第二學期學生註冊須知

### 一、 註冊注意事項：

- (一) 112 學年度第二學期註冊、開學及正式上課日：2024 年 2 月 19 日（星期一）
- (二) 112 學年度第二學期開始，在校生註冊繳費請在 2024 年 1 月 15 日（星期一）前完成，以保留學籍。
- (三) 註冊單將在 2024 年 1 月 5 日（星期五）前 EMAIL 至學生之學校電子信箱。請學生或家長檢查 Inbox 或其它信息（如 Junk mailbox/spam 等）或搜索 [ar@cts.edu.my](mailto:ar@cts.edu.my)。請家長匯款繳付學雜費時，務必註明學生姓名及班級，並將銀行繳費憑據於 2024 年 1 月 15 日（星期一）前 EMAIL 至 [ar@cts.edu.my](mailto:ar@cts.edu.my)。
- (四) 請在開學當日 2024 年 2 月 19 日（星期一），攜帶以下資料準時到校辦理註冊手續
  1. 學生證(舊生)
  2. 學雜費轉帳收據或支票（已完成第三項者無需提交）
  3. 更新後的簽證影本（學生簽證，依親簽證或第二家園）
  4. 更新後的護照影本（無論國籍，若有更新護照，請繳交影本）
- (五) 開學註冊日為學校重大集會，若無故缺席，將視為曠課；若因重大事故（如：病假、喪假）無法準時辦理註冊者，依學生請假辦法辦理請假，並於開學一週內補辦完成註冊手續。
- (六) 註冊日進行服裝儀容檢查。
- (七) 請住宿同學於 2 月 15 日（星期四）前完成繳費並 EMAIL 繳費憑據至 [ar@cts.edu.my](mailto:ar@cts.edu.my)。匯款時請務必註明學生姓名及班級，收據將 EMAIL 至學生電子信箱（學號@cts.edu.my），於入住日當天出示收據，作為憑證。
- (八) 寒假作業：請注意各班各科寒假作業清單，於開學一週內繳交完成。

### 二、 2024 年 2 月 18 日（星期日），住宿生可以入宿但不供餐。

祝您 平安順利！

吉隆坡臺灣學校 敬上 2023.12.28



聯絡電話

總務處(會計組)：03-51213100 分機：603

教務處(註冊組)：03-51213100 分機：303

學務處(訓育組)：03-51213100 分機：404

# CHINESE TAIPEI SCHOOL (KUALA LUMPUR)

## NOTICE

### Registration for Semester 112. 2 (2024)

28<sup>th</sup> December 2023

#### 1. Notice

- (a) Date of 112.2 Registration Day and School Reopening Day: **19<sup>th</sup> February 2024 (Mon.)**.
- (b) **Starting from semester 112.2, all the current students are required to make payment before 15<sup>th</sup> January 2024 (Mon.) to secure his/her student status.**
- (c) **The invoice and the credit note shall be sent to respective student's school's email before 5<sup>th</sup> January 2024 (Fri.). Kindly check your inbox or other mailbox (Junk mailbox/Spam etc.) or search [ar@cts.edu.my](mailto:ar@cts.edu.my). It is mandatory for parents to leave a note/message of student's name and grade while making the payment online, and kindly email the bank transaction record/receipt to [ar@cts.edu.my](mailto:ar@cts.edu.my) before 15<sup>th</sup> January 2024 (Mon.)**.
- (d) Each student is required to provide the following documents to school on the registration day (**19<sup>th</sup> February 2024, Mon.**), the first day of school:
  - (i) Student ID (current students)
  - (ii) Bank transfer slip of school fees (those who had emailed are exempted)
  - (iii) Latest visa copy (student visa, dependent visa, MM2H, etc.)
  - (iv) Latest passport copy (Please provide us the most up-to-date passport copy)
- (e) Please register on time. If one cannot register on that day due to special circumstances (e.g. medical leave, compassionate leave), please apply for leave based on the regulations and register **within ONE week** after the new semester begins.
- (f) There will be an appearance inspection on the registration day.
- (g) **Please complete the payment of the boarding fee and email the receipt of transaction to [ar@cts.edu.my](mailto:ar@cts.edu.my) before 15<sup>th</sup> February 2024 (Thurs.). Please indicate student's name and class during the transaction. The receipt will be issued to student's email (ID @cts.edu.my). Kindly present the receipt on the Registration Day.**
- (h) Please submit the holiday homework to the respective teacher within a week from the first day of school.

#### 2. Boarders may check-in starting from **18<sup>th</sup> February 2024 (Sun.)** with no meal provided.

If you have any inquiries, please do not hesitate to contact:

General Affairs Office : 03-51213100 extension: 603  
Academic Affairs Office : 03-51213100 extension: 303  
Student Affairs Office : 03-51213100 extension: 404



*Best wishes for the School Holidays*