

DELIA MEMORIAL SCHOOL (BROADWAY)Notice to Parents / Guardians4th September 2018

Dear Parent / Guardian,

Individual Tutorial 2018 -2019

Your child / ward _____ of Class _____ () will take part in the Individual Tutorial at school. It can improve his / her study.

Students who are admitted to the tutorial have to:

- pay \$200 course fee;
- report immediately to Mr. Chan P K and submit the doctor's certificate and parent's letter to him on the following school day, if he/she is absent on the lesson;
- be hardworking and submit homework on time;
- reach at least 80% of attendance can be refunded \$200 course fee.

Date	Time
26 th Sep 2018 - 29 th May 2019 Wednesday	2:45 – 3:45

If you allow your child / ward to join the above tutorial, please remember to instruct him / her to attend the lessons punctually. Please also return the Agreement Form to Mr. Chan P K not later than 14th September 2018. Thank you for your attention.

Yours faithfully,



K.C. Lo

Principal

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Reply slip (PN_1819_014)

Re: Individual Tutorial 2018 -2019

Date: ____ September, 2018

Dear Mr. Lo,

I hereby confirm that I have read and fully understood the above tutorial and I agree my child / ward _____ of Class: _____ () to take part in the tutorial and pay \$200 for the course fee. I will instruct him / her to attend the tutorials punctually.

Signature: _____

Name of Parent / Guardian: _____