

Dear families,

A woman owned business founded in 2010, Planet Han provides a proven approach to teaching children Mandarin Chinese. Located on Manhattan's Upper West Side and Upper East Side, we aim to teach kids of all ages Mandarin regardless of ethnicity in our in-person classrooms.

At PLANET HAN, with Commitment and Consistency, your child will:

- love learning Mandarin in our fun and engaging, **100% immersive Chinese** classroom environment.
- **achieve Mandarin fluency** and speak like a native speaker, giving them the ability to communicate with Chinese speakers anywhere in the world.
- **receive a well-rounded Chinese education** when they take our Supplemental Essential classes.
- be confident to use Mandarin in **real-life situations**, adding value to their education.
- receive **personalized attention** with our low student-to-teacher ratios.



■ **NEW classes!**

Cartoon Drawing (all ages)

You will read a story and then learn to draw a character from that story! With just a few pen marks, your favorite cartoon can come to life on your paper! Complete your drawing by learning and writing new and relevant Chinese words.

Chinese Made Easy (13yr old+)

This class is taught using a traditional approach where textbook and workbook will be used. Students are required to purchase their own textbook and workbook for this class.

Our Offerings:

- Young Children: Tots, Preschool Prep, Preschool Alternatives**
- Afterschool Core Language Classes**
- Afterschool Supplemental Essentials:** these are classes that are essential to support your child's core language curriculum. We offer Han Trio (Cooking, Science, Art), Pinyin, Everyday Exchange (conversation), Critical Thinking, Narrative Writing, Radical Learning and Homework Help

Questions: please feel free to email them to info@planethanchinese.com

Sincerely Yours,

Irene Coeny
Founding Director

YOUNG CHILDREN Fall Semester: Sep 5, 2024 to Feb 1, 2025

Tots (10-20m) 45min/wk

An adult is required to stay inside the classroom.

We do not use baby language nor this is a free form playground. The students will learn to speak Mandarin like a native from the get go! We pack each structured class with stimulating activities with daily life relatable themes! We change the theme every six weeks; just long enough for children to retain the material.

Location | Time (EST)

ES T 9:35-10:20am
 ES T 10:45-11:30am
 WS TH 9:35-10:20am
 WS TH 10:45-11:30am
 WS SA 10:45-11:30am

Semester pricing
 \$988

Preschool Prep (18-30m) 1.5hr/session, register for 2x/wk or 3x/wk

First step of being independent! An adult must remain at Planet Han during the entire class time.

This is a mini preschool where we follow a condensed version of Planet Han structured preschool structure. As students demonstrate their readiness, teachers assist students with the separation process. Gradual increase class time from 1.5hr to 3hr once a student is deemed ready to transition to their next milestone: Preschool Alternatives!

Typical morning: Choice Time - Movement - Snack and Story - Core Theme - Music – Art - Craft

Location | Time (EST)

ES T to TH 9:30-11:00am
 WS T to TH 9:30-11:00am

Semester pricing
 2x1.5hr/wk: \$3,458
 3x1.5hr/wk: \$4,924

Preschool Alternatives (2s, 3s, 4s) 3hr/session, register for 2x, 3x or 4x/wk

This class is drop off. Exercise gentle separation as needed for the first month of enrollment. The curriculum typically takes 2 years to complete.

Preschoolers learn Mandarin and acceptable social behaviors through creative, rich, engaging activities in a warm and nurturing environment. All subjects are taught in 100% Mandarin. **The 3s are engaged in more advanced curriculum including Chinese characters recognition and tracing.**

Typical morning:

- Choice Time, Morning Meeting
- Core Unit Learning
- Snack and Story
- Art/Music/Movement/Cooking
- Math and Science
- Lunch (students bring their own nut free lunch)
- Craft, Songs, 3s Academic Time (Character recognition, tracing)

Location | Time (EST)

ES M to TH 9:30-12:30
 WS T to TH 9:30-12:30

Semester pricing
 2x3hr/wk: \$6,449
 3x3hr/wk: \$8,339
 4x3hr/wk: \$9,743

NON-FLUENT SPEAKERS Fall Semester: Sep 5, 2024 to Feb 1, 2025

2s (2 yr old) 1hr/session

This class is drop off. This class is for two years old who can take a theme-based class independently.

Focus: Vocabulary. The main purpose of this course is to introduce and develop oral communication skills with very short sentences.

3-5 (3-5 yr old)

This class is drop off.

Focus: Vocabulary and short sentences. The main purpose of this course is to introduce and develop oral communication skills with short sentences. We dedicate the last half hour to tracing and recognizing simple Chinese characters. Saturday 2 hours we include Han Trio where students take Cooking, Art and Science on rotation basis.

5-8 (5-8yr old)

This class is drop off.

Focus: Short sentences and paragraphs. We teach in Units where students learn similar sentence patterns with new vocabulary over a number of lessons. We dedicate the last half hour to reading a short paragraph and recognizing common Chinese characters. Saturday 2 hours we include Han Trio (5 yr old) or Pinyin (6-8 yr old).

9-13 (9-13yr old)

This class is drop off.

Focus: Longer sentences and dialogue. We teach in units where the students practice vocabulary and grammar in the form of dialogues. This class is taught using a more traditional (vs semi-progressive) approach. Writing homework will be given regularly.

Chinese Made Easy (13yr old+)

This class is taught using a traditional approach where textbook and workbook will be used. Students are required to purchase their own textbook and workbook for this class.

Location | Time (EST)

WS SA 9:25-10:25am = 1hr

WS SA 3-4:00pm = 1hr

Semester pricing

\$1,412

Location | Time (EST)

ES W 4-5:30pm = 1.5hr

WS W 4-5:30pm = 1.5hr

WS SA 1:30-3:30pm = 2hr (Trio)

Semester pricing

1.5hr/wk: \$1,882

SAT 2hr/wk: \$2,623

Location | Time (EST)

ES W 4-5:30pm = 1.5hr

WS M 4-5:30pm = 1.5hr

WS W 4-5:30pm = 1.5hr

WS SA 1:30-3:30pm = 2hr (Pinyin)

WS SA 1:30-3:30pm = 2hr (Trio)

Semester pricing

1.5hr/wk: \$1,967

SAT (Pinyin): \$2,685

SAT (Trio): \$2,832

Location | Time (EST)

ES W 4-5:30pm = 1.5hr

WS W 4-5:30pm = 1.5hr

Semester pricing

\$2,008

Location | Time (EST)

ES M 4-5:30pm = 1.5hr

WS M 4-5:30pm = 1.5hr

Semester pricing

\$2,373

FLUENT SPEAKERS Fall Semester: Sep 5, 2024 to Feb 1, 2025

FL1 (Level 1) The curriculum typically takes 2 years to complete.

This class is drop off. **Focus:** Speaking short complete sentences, recognizing Chinese characters and learn simple tracing. This course is designed for fluent speakers under 5 years old who are not yet writing.

ADD: (i) Han Trio (Cooking, Art and Science on rotation.) See Supplemental Essentials Page for class details. (ii) Homework Help

Location | Time (EST)

ES M & TH 4-5:30pm = 3hr
 ES T & TH 4-5:30pm = 3hr
 ES SA 9:30am-12:30pm = 3hr
 WS T & TH 4-5:30pm = 3hr
 WS SA 9:30am-12:30pm = 3hr

Semester pricing
 \$3,476

FL2T (Level 1.5) The curriculum typically takes 3 years to complete.

This class is drop off. **Focus:** Reading and composing short sentences. FL2T is for fluent speakers who are ready to take on simple writing. Each week, we introduce a different passage. Required weekly homework includes memorizing and reciting class material, dictation, and writing.

ADD: (i) Pinyin (required for 6yr+) (ii) Lucie's Market (iii) Radical Learning (iv) Critical Thinking 1 (See Supplemental Essentials Page for class details). (v) Homework Help

Location | Time (EST)

ES T & TH 4-5:30pm = 3hr
 ES SA 9:30am-12:30pm = 3hr
 WS T & TH 4-5:30pm = 3hr
 WS SA 9:30am-12:30pm = 3hr

Semester pricing
 \$3,658

FL2 (Level 2) The curriculum typically takes 3 years to complete.

This class is drop off. **Focus:** Reading and writing longer, more complex sentences. FL2 is for fluent speakers who can write short sentences on their own. Each week, we introduce a new three-paragraphs text. Required weekly homework includes memorizing and reciting class material, dictation, composing sentences, and writing.

ADD: (i) Radical Learning (ii) Critical Thinking 1 (iii) Radical Learning (See Supplemental Essentials Page for class details).

Location | Time (EST)

ES T & TH 4-5:30pm = 3hr
 ES SA 9:30am-12:30pm = 3hr
 WS T & TH 4-5:30pm = 3hr
 WS SA 9:30am-12:30pm = 3hr

Semester pricing
 \$3,716

FL3 (Level 3) The curriculum typically takes 4 years to complete.

This class is taught using a more traditional approach. FL3 students learn to recognize more difficult Chinese characters and compose passages with multiple paragraphs.

Basic offering: 1.5hr, Basic+Critical Thinking+Narrative Writing: 3hr

ADD: (i) Narrative Writing and Calligraphy (ii) Critical Thinking (See Supplemental Essentials Page for class details).

Location | Time (EST)

ES,WS: M 4:15-5:45pm = 1.5hr
 ES,WS: M 4:15-5:45pm, TH 4-5:30pm = 3hr

Semester pricing
 1.5hr/wk: \$2,132
 3hr/wk: \$3,990

SUPPLEMENTAL ESSENTIALS ! Fall Semester: Sep 5,2024 to Feb 1,2025



Critical Thinking \$865

This is a debate class where we will discuss “controversial” topics such as: shoelaces or Velcro? macaroni or spaghetti? Your child will learn to express their thoughts and feelings on light hearted issues and will practice notation skills by writing down their points of arguments before speaking with and in front of their classmates. The class is recommended for fluent speakers who can freely express themselves in Mandarin. Level 2 is more advanced.

Who should take this class? For fluent speakers who can express themselves freely in Mandarin.

Location | Time (EST)

ES,WS T 3:30-4pm



Cartoon Drawing \$865

In this class, you will read a story and then learn to draw a character from that story! With just a few pen marks, your favorite cartoon can come to life on your paper! Complete your drawing by learning and writing new and relevant Chinese words.

Who should take this class? all ages and any fluency level!

Location | Time (EST)

ES,WS TH 3:30-4pm



Radical Learning \$865

Radicals are not only important to help your child understand the meaning and stroke order of Chinese characters, but also for using a Chinese dictionary. We will teach your child over 40 key radicals and 11 basic writing strokes in one semester through games, pictogram drawings, and word drills.

Who should take this class? FL2T, FL2, FL3 students

Location | Time (EST)

ES,WS TH 3:30-4pm



Pinyin \$718

This is required for students over 6 years old. Not to worry, Pinyin is lots of fun and makes reading Chinese much easier! Pinyin will help your child pronounce Chinese accurately and allow them to type and text in Chinese characters too!

Location | Time (EST)

ES,WS M or T or W 3:30-4pm
WS SA 1:30-2pm



Everyday Exchange \$865

Your child will be able to hold a smooth conversation like a native! We individualize materials for each student every week and audio will be provided for between classes reinforcement.

Who should take this class? Non fluent to Semi fluent students (7 years old+) who do not have every day conversation support at home.

Location | Time (EST)

ES,WS M 3:30-4pm
ES,WS W 3:30-4pm



Han Trio \$865

In one semester, your child gets to take Cooking, Art and Science on rotation basis. What a great deal!

Who should take this class? all ages and any fluency level!

Location | Time (EST)

ES,WS M 3:30-4pm
ES,WS T 3:30-4pm
ES,WS W 3:30-4pm



401 WEST END AVE NY NY 10024 212.724.2421

646.928.0086 1556 THIRD AVE NY NY 10128

WEEKLY SCHEDULE Fall Semester: Sep 5, 2024 to Feb 1, 2025

Monday			Tuesday			Wednesday			Thursday		
Preschool 9:30-12:30 ES only	Preschool Prep 9:30-11 ES only		Preschool 9:30-12:30	Preschool Prep 9:30-11	Tots 9:35-10:20 ES only	Preschool 9:30-12:30	Preschool Prep 9:30-11		Preschool 9:30-12:30	Preschool Prep 9:30-11	Tots 9:35-10:20 WS only
					Tots 10:45-11:30 ES only						Tots 10:45-11:30 WS only
1:30-3:00 Private Pod/Tutoring (contact us to inquire)											
Han Trio 3:30-4	Pinyin 3:30-4	FL1 4-5:30 ES only	Han Trio 3:30-4	Pinyin 3:30-4	Critical Thinking 3:30-4	Han Trio 3:30-4	Pinyin 3:30-4	Everyday Exchange 3:30-4	Cartoon Drawing 3:30-4	Homework Help 3:30-4	Radical Learning 3:30-4
Chinese Made Easy 4-5:30	5-8yr 4-5:30 WS only	FL3 4:15-5:45	FL1 4-5:30	FL2T 4-5:30	FL2 4-5:30	3-5yr 4-5:30	5-8yr 4-5:30	9-13yr 4-5:30	FL Speech 4-5:30	FL Explorer 4-5:30	Writing + Calligraphy 4-5:30

Saturday				
FL1 9:30-12:30	FL2T 9:30-12:30	FL2 9:30-12:30	Tots 10:45-11:30 WS only	2s 9:25-10:25 WS only
3-5yr 1:30-3:30 WS only	5-8yr 1:30-3:30 WS only	Pinyin 1:30-2 WS only		2s 3-4:00 WS only

NO CLASSES:

10/14 (Mon) History of the Americas Day
 11/28 (Thu) to 11/30 (Sat) Thanksgiving
 12/20 (Fri) to 1/2 (Thu) Winter Break
 1/29 (Wed): Lunar New Year



REGISTRATION FORM – PAGE 1

Semester: Fall 2024 Returning Student? Yes ☐ No ☐

Location: West Side ☐ East Side ☐

Student's Name: (First) _____ (Last) _____ (Chinese Name?) _____

Gender: _____ Age: _____ Birth Date: _____ School Attend: _____

New student only: Provide a Dropbox email address for us to share their photos/videos: _____. Or, give us an empty USB.

Referral? Please list the name of the parent AND the name of the student who is **currently** taking class with us: _____

Class Selection:

Class Name, Day and Time	Tuition
Subtotal for Core Classes:	_____
+ Add: 30min Pinyin (required for 6yr+) \$718:	_____
+ Add: 30min Han Trio \$865:	_____
+ Add: 30min Everyday Exchange \$865:	_____
+ Add: 30min Lucie's Market \$865:	_____
+ Add: 30min Radical Learning \$865:	_____
+ Add: 30min Critical Thinking \$865:	_____
+ registration fee <u>per</u> new student:	_____ \$20 _____
total payment:	\$ _____

The child w/highest tuition: Full price, **Sibling Discount:** 5%

You get a \$30 credit for every new student you refer to us!
Receive a one-time \$30 referral credit (not refund check) for every new student who signs up and stays till the end of the semester. Both you and your friend must take classes in the same semester.

No classes:
10/14 (Mon) History of the Americas Day
11/28 (Thu) to 11/30 (Sat) Thanksgiving
12/20 (Fri) to 1/2 (Thu) Winter Break
1/29 (Wed): Lunar New Year

Make ups: Make up is given when a class or space is available. All make ups must be scheduled by email at least 24 hours in advance. All make ups must be used before the end of the semester. Any unused lessons cannot be refunded or as credits to be carried over to future semesters.

- To Pay:
- (1) **Preferred:** Zelle to IreneC@PlanetHanChinese.com (Receiver name: Planet Han Inc.)
 - (2) Check made payable to Planet Han Inc (drop it off please and do not mail it.)
 - (3) Venmo to @planet-han (last 4 digits of phone#: 2421)
 - (4) Paypal to IreneC@PlanetHanChinese.com
 - (5) Credit Card: If paid by credit card, need to add **2.9%** over the total and will need to arrange a phone call for charging

x _____
Signature of Parent or Guardian (Required)

Date Signed (Required)



REGISTRATION FORM – PAGE 2

EMERGENCY CONTACT - PICK UP AUTHORIZATION - MEDICAL INFORMATION AND PERMISSION

Student's Name: (First) _____ (Last) _____ Birth Date: _____

Home Address: _____ City/State: _____ Zip: _____

Parent#1 Name: _____ Parent#2 Name: _____

Parent#1 Cell Phone: _____ Parent#2 Cell Phone: _____

Parent#1 Email: _____ Parent#2 Email: _____

Caregiver Name: _____ Caregiver Cell Phone: _____

Pick Up Authorization: In addition to the Parents and Caregiver listed above, I authorize the following individual to pick up my child:

Name: _____ Tel: (Cell) _____

Emergency Contact: Name other than the ones listed above: _____ Tel: (Cell) _____

Medical Information:

Does your child have allergies? ____ Yes ____ No If yes, please explain: _____

Are your child on any Medications? ____ Yes ____ No If yes, please list: _____

Dietary Preference or request. i.e. Kosher/Vegetarian? _____

Doctor's Name: _____ Tel: _____

Medical: If the above-named student feels ill on any particular day, Planet Han asks the student stay at home, and not attend that day's session. The obligation is on the student's parent or legal guardian to notify Planet Han of any medical issues a student might have, including without limitation, medications or allergies. If a student will not attend a session for any reason, including health reasons, Planet Han must be notified of such absence at least one hour before the session begins. In the event of any medical emergency involving a student, Planet Han will contact the individuals listed on the student's registration materials and advise that person of the situation. If necessary, the undersigned, as the student's parent or legal guardian, authorize Planet Han to contact 911 in the event of a serious medical emergency involving a student as determined in Planet Han's sole discretion. Any and all expenses that might accrue from any such medical emergency shall be the sole responsibility of the student's parent or legal guardian. Planet Han endeavors to provide students with nut-free snacks and maintain a nut-free facility, but we cannot guarantee a nut-free environment. As such, the undersigned accepts this risk. If a student brings a snack to a Planet Han facility, such snack must be nut-free.

EPIPEN: The undersigned is responsible for notifying Planet Han Inc. if the student has allergies that may require an EPIPEN. The undersigned is responsible to provide Planet Han Inc and its staff on its use.

x _____ sign page 3 also x _____
Signature of Parent or Guardian (Required) Date Signed (Required)



REGISTRATION FORM – PAGE 3

FALL 2024, SPRING 2025 TERMS AND CONDITIONS OF ENROLLMENT (TO BE CARRIED FORWARD TO FUTURE SEMESTERS)

ACCEPTANCE OF SIGNATURE REQUIRED BELOW

Student's Name: _____

Approach and Platform: When permitted by applicable law and regulation, Planet Han intends (and prefers) to provide services in person at a Planet Han facility or other location. However, in the event Planet Han determines in its sole discretion that it is not able or permitted to provide in-person services for any reason, Planet Han reserves the right to provide services through alternative means, including without limitation, virtual or electronic means (e.g., interactive video conferencing or correspondence learning). I acknowledge that Class schedule and descriptions are subject to change. By executing these terms and conditions below, the undersigned acknowledges and agrees to abide by any such determination made by Planet Han with regard to the provision of services.

Limitation of Liability: I understand that Planet Han does not guarantee that my child will reach any specific level of performance or fluency. I hereby release Planet Han, its owners, directors, officers, instructors and other employees of any liability arising from the provision of, and participation in, Planet Han activities and services under this agreement in excess of the tuition fees paid for the registered session.

Refunds, Cancellation: Any tuition refund or credit will be subject to a \$50 cancellation fee. For any cancellation received by Planet Han within 14 calendar days prior to the start-date of the applicable semester, a 100% cash refund will be provided less the \$50 cancellation fee per student. For any cancellation received by Planet Han within 13 calendar days prior to the start-date of the applicable semester, a 100% credit only refund will be provided less the \$50 cancellation fee per student. For any cancellation received by Planet Han once the semester starts, a partial credit will be provided and may be applied to future Planet Han programs, based on 30% of the unused days less the \$50 cancellation fee. **Make ups:** Make up is given when a class or space is available. All make ups must be scheduled by email at least 24 hours in advance. All make ups must be used before the end of the semester. Any unused lessons cannot be refunded or as credits to be carried over to future semesters.

Payment Plan and Declined payment: Payment is due in full upon the submission of a student's registration. A service charge of \$20.00 will be applied to returned checks, declined credit cards, or pre-authorized payment charge backs.

Medical: If the above-named student feels ill on any particular day, Planet Han asks the student stay at home, and not attend that day's session. The obligation is on the student's parent or legal guardian to notify Planet Han of any medical issues a student might have, including without limitation, medications or allergies. If a student will not attend a session for any reason, including health reasons, Planet Han must be notified of such absence at least one hour before the session begins. In the event of any medical emergency involving a student, Planet Han will contact the individuals listed on the student's registration materials and advise that person of the situation. If necessary, the undersigned, as the student's parent or legal guardian, authorize Planet Han to contact 911 in the event of a serious medical emergency involving a student as determined in Planet Han's sole discretion. Any and all expenses that might accrue from any such medical emergency shall be the sole responsibility of the student's parent or legal guardian. Planet Han endeavors to provide students with nut-free snacks and maintain a nut-free facility, but we cannot guarantee a nut-free environment. As such, the undersigned accepts this risk. If a student brings a snack to a Planet Han facility, such snack must be nut-free.

EPIPEN: The undersigned is responsible for notifying Planet Han Inc. if the student has allergies that may require an EPIPEN. The undersigned is responsible to provide Planet Han Inc and its staff on its use.

Pick-up / Drop-off: The undersigned must provide Planet Han with a list of individuals authorized to pick up a student. If someone other than an authorized person will be picking up a student, Planet Han must be notified of the individual's identity and relation to the student in writing on that day (the latest) when the student is dropped off. Any student that is not picked up within 15 minutes of the scheduled pick-up time, Planet Han will apply a fee that will accrue at a rate of \$35 per half hour.

Consent: I hereby consent to authorize Planet Han the rights to publish, reproduce and use for advertising or any other purposes, any photograph, video image, audio recording or other likeness of my child. I hereby consent that any work produced by my child while at Planet Han may be displayed or reproduced by Planet Han in print media or electronic media such as a website for advertising or promotional purposes. Students shall retain copyright rights of his or her work. I hereby consent to authorize Planet Han to record classes; such recordings will be accessible to Planet Han students only for learning purposes.

Recording Prohibited: Recording by any means of any and all Planet Han materials, classes, activities, and/or the entire program without prior written consent of Planet Han is strictly prohibited. Distribution and/or publication of any such recordings are/is also strictly prohibited. Any violations of these prohibitions may subject you to any and all legal remedies available to Planet Han, in addition to removal from any and all Planet Han classes, activities, and/or the entire program without refund.

Jurisdictional Clause: It is agreed that any dispute or cause of action arising between the parties, whether out of this agreement or otherwise, can only be brought in a court of competent jurisdiction located in New York City and shall be construed in accordance with the laws of New York. The undersigned waives the right to a trial by jury in the event any such dispute goes to trial.

Other Policies: Unenrolled siblings of enrolled students are not allowed in the classroom when class is in session. Planet Han reserves the right to refuse entry to any individual that is not a student while class is in session. Planet Han will not be responsible for any type of lost or damaged clothing or personal possessions. Planet Han is not responsible for any student's personal valuables. I understand that Planet Han has the right to take my child out of the classroom if he or she becomes disruptive, and re-enter when my child is calm. Planet Han reserves the right to modify or cancel classes and themes based on enrollment or other factors.

ACCEPTED ACCORDING TO THE ABOVE TERMS AND CONDITIONS

x _____
Signature of Parent or Guardian (Required)

x _____
Date Signed (Required)

Please sign and return to our head quarter: Planet Han Inc., 401 West End Avenue New York NY 10024



REGISTRATION FORM – PAGE 4

TERMS AND CONDITIONS OF ENROLLMENT FOR HAN TODDLER AND PRESCHOOL ALTERNATIVE CLASSES
(TO BE CARRIED FORWARD TO FUTURE SEMESTERS)

Tots and Preschool Prep

ACCEPTANCE OF SIGNATURE REQUIRED BELOW

Student's Name: _____

1. In Tots, only one adult per student is permitted to enter Planet Han and inside the classroom.
2. In Preschool Prep, one adult per student must remain at Planet Han during the entire class time. The teacher will direct the adult when he/she needs to help in the classroom.
3. **No videotaping** once entered Planet Han.
4. Solid food is not permitted in classrooms under any circumstances. Only water is permitted in classrooms. For bottle or breast feeding, we ask you to do so outside the classroom.
5. Limited speaking to my child or to other caregiver(s) to provide an immersive environment in class.
6. We have the right to ask your child to leave the class if we see disruptive behavior after two warnings.

x _____
Signature of Parent or Guardian (Required)

Date Signed (Required)