

吉隆坡臺灣學校

112 學年度第二學期學生開學須知

2024 年 01 月 31 日

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)

◎ 開學當天要帶：

請攜帶以下物品來學校辦理註冊手續：	
<input type="checkbox"/> 學生證(舊生)	新生及學生證遺失的同學： <input type="checkbox"/> 4 張 2 吋個人半身照片 (白色背景) <input type="checkbox"/> RM20 辦理費用 (新生除外) 至註冊組辦理。
<input type="checkbox"/> 學雜費轉帳收據或支票 (若已 Email 至 ar@cts.edu.my , 則無需提交)	若未收到註冊單, 請聯絡 會計助理(李燕瑩老師) 電郵: ar@cts.edu.my 電話: +603-5121-3100 (分機 603)
<input type="checkbox"/> 更新後的簽證影本 (學生簽證, 依親簽證或第二家園)	學生簽證相關問題, 可參考鏈接: https://www.cts.edu.my/upload_files/visa_notice_4-2022.pdf 或聯絡文書兼出納組(林欣然老師) 電郵: dorcaslim@cts.edu.my 電話: +603-5121-3100 (分機 102)
<input type="checkbox"/> 更新後的護照影本 (無論國籍, 若有更新護照需繳交)	
<input type="checkbox"/> 2024 年台商證影本, 附註學生班級和姓名 (入學以台商子女或台商公司職員子女身份者 須繳交)	
請自備個人用品：	
<input type="checkbox"/> 文具用品(請確實標記學生姓名)	
<input type="checkbox"/> 午餐餐盒、餐具、水壺	
<input type="checkbox"/> 衛生用具：口罩數個、衛生紙、手帕、潔牙用具	
<input type="checkbox"/> 書包 (開學當天會發放教科書, 請準備適合的攜帶工具)	



◎ 聯絡資訊：

學校網址：www.cts.edu.my
 學校聯絡電話：+603-5121-3100
 各處室分機：

單位	分機	單位	分機	單位	分機
校長室	601、602	教務處	301~304	學務處	401、402、404
總務處	101~105	圖書館	605	輔導組	403、405
會計室	305、603	教師辦公室	501、502		

◎ 開學當天的穿著：

2月19日(星期一)開學日，請穿著整齊制服到校，當天將進行服裝儀容檢查；
 新生請穿著合宜服裝(有袖上衣、深色長褲、包鞋)，並於開學日當天購買校服。

◎ 關於制服售賣：

目前開放至2月16日(星期五)給家長預約時間到校購買，請家長致電總務處文書兼出納組林欣然老師+603-5121-3100轉102或電郵dorcaslim@cts.edu.my預約時間。若家長不方便在以上時間段過來，也可在開學當天2月19日(星期一)購買制服。

No.	項目	日期	時間	地點及其他
1	新轉學生	2月19日(星期一)	第一節	總務處前方 (現場繳費)
2	舊生	2月20日(星期二) 至 2月23日(星期五)	午休時間	制服倉庫區 (現場繳費)

** 總務處將整體整理新生制服並標籤後發給各班導師，請導師協助轉發給學生。

◎ 關於學校的作息：

上學：

上課時間為7:45，請家長於7:30至7:45將學生送至學校大門口，讓孩子自行走路進入校園，進入各班教室。

放學：

放學時間為16:15，請家長於16:15至16:30將車輛依照警衛指揮駛進校園，並將接送車卡放至大鏡明顯處，供值週師長唱名。

【新轉學生車卡將於報到日當天交至學生】

註：如車卡遺失或需額外車卡，請向學務處申請(RM5/份)。

請假：若需請假，請務必通知導師或致電學務處訓育組603-5121-3100轉402，以便學校掌握學生安全與動向。

時間	節次
07:45~08:00	早自習
08:00~08:45	第一節
08:55~09:40	第二節
09:50~10:35	第三節
10:45~11:30	第四節
11:35~12:20	第五節
12:20~12:50	午餐
12:50~13:20	午休
13:30~14:15	第六節
14:25~15:10	第七節
15:15~16:00	第八節
16:00~16:15	打掃
16:15~16:30	放學

吉隆坡臺灣學校 112 學年度第二學期 2024 年 2 月 19 日開學典禮暨新春團拜

壹、開學日流程：

時間	流程	地點	備註
第一節 8:00	導師時間	各班教室	班務、圖書整理
第一節 8:30	開學典禮	禮堂	
第二節 9:00	新春團拜	禮堂	
第三節起 9:50	正常上課	各班教室	

貳、開學典禮暨新春團拜流程：

一、112 學年度第二學期開學典禮

1. 典禮開始
2. 唱馬來西亞國歌
3. 唱中華民國國歌
4. 頒獎
5. 主席致詞
6. 各處室報告
 - (1) 教務處報告
 - (2) 學務處報告
 - (3) 總務處報告

二、甲辰年新春團拜

1. 校長拜年
2. 家長會長拜年
3. 校長、會長與全體師長一同向大家拜年
4. 全體同學向師長拜年
5. 祥獅獻瑞喜迎春-巴生中華獨中舞獅團
6. 笑盈盈接喜氣



Chinese Taipei School (K.L.)

The Beginning of 112th Academic Year Second Semester Notice

31st January 2024

The registration day and the beginning of the semester of 112th academic year second semester fall on the **19th of February 2024 (Monday)**.

Please bring the following items on the first day of school:

For registration:	
<input type="checkbox"/> Student ID card (Returning student)	New students and students who have lost their ID cards: <input type="checkbox"/> 4 passport-sized photos (white background) <input type="checkbox"/> RM20 Processing fee (Except New Student) Please proceed to the registrar.
<input type="checkbox"/> Tuition and miscellaneous fee payment transaction receipt or check (If you have already emailed it to ar@cts.edu.my , there's no need to resubmit it)	If you haven't received the registration form, please contact the Accounting Assistant (Miss Apple Lee) Email: ar@cts.edu.my Phone: +603-5121-3100 (Extension 603)
<input type="checkbox"/> Copy of updated visa (Student visa, dependent visa, or my second home visa)	For issues related to student visas, please refer to the link: https://www.cts.edu.my/upload_files/visa_notice_4-2022.pdf or contact the Administrator (Miss Dorcas Lim) Email: dorcaslim@cts.edu.my Phone: +603-5121-3100 (Extension 102)
<input type="checkbox"/> Copy of updated passport (Regardless of nationality, if you have an updated passport, it needs to be submitted)	
<input type="checkbox"/> Copy of 2024 TWCHAM card, with student's class and name indicated (Required for children of TWCHAM or employees of Taiwanese companies)	
Please prepare your own personal items:	
<input type="checkbox"/> Stationery (please label student's name)	
<input type="checkbox"/> Lunchbox, Cutlery, Water Bottle	
<input type="checkbox"/> Sanitary supplies: several masks, tissue paper, handkerchief, oral hygiene tools	
<input type="checkbox"/> School bag (textbooks will be distributed on the first day of school, please prepare appropriate carrying tools)	

◎ **Contact us:**

School website: www.cts.edu.my

School contact number: +603-5121-3100

Extension numbers (ext.):

Department	ext.	Department	ext.	Department	ext.
Principal's Office	601 、 602	Academic Affairs Office	301 ~ 304	Student Affairs Office	401 、 402 、 404
General Affairs Office	101 ~ 105	Library	605	Counselling Office	403 、 405
Account Office	305 、 603	Teachers' Office	501 、 502		

◎ **Dress code for the first day of school:**

Please wear the complete set of school uniform on the first day of school **19th of February (Monday)**. There will be appearance inspection on that day; new students are required to wear appropriate attire (top with sleeves, dark-coloured long pants, closed-toe shoes) and please purchase the school uniform on the first day of school.

◎ **Regarding school uniform:**

Currently open for parents to make appointments to purchase the school uniform **until 16th of February (Friday)**. Parents can contact the administration of the General Affairs Office, Miss Dorcas Lim, at +603-5121-3100 (ext 102), or email dorcaslim@cts.edu.my to make an appointment. If parents are not able to come during the time slots stated above, purchasing school uniforms on the first day of school (19th of February) is also available.

No.	Classes	Date	Time	Venue
1	New transfer students	19 th February (Monday)	First period	At General Affairs Office (Payment has to be made on the spot)
2	Returning students	20 th February (Tuesday) - 23 rd February (Friday)	Rest time	School uniform storeroom (Payment has to be made on the spot)

** The General Affairs Office will organize and label the new student uniforms and distribute them to the homeroom teachers. The homeroom teachers are required to assist in distributing the uniforms to students.

◎ **School Schedule:**

Arrival to school:

Classes begin at 7:45 in the morning. Parents should drop off the students at the school gate between 7:30 a.m. and 7:45 a.m. Students will enter the school compound and proceed to their respective classrooms on their own.

After school:

Dismissal time is 16:15. Parents should drive into the school compound according to the instructions given by the security guard from 16:15 to 16:30. Display the name card prominently on the windshield.

【Name cards (for cars) for new transfer student' will be distributed to the students on the registration day】

Time	Session
07:45~08:00	Early self-study
08:00~08:45	1 st period
08:55~09:40	2 nd period
09:50~10:35	3 rd period
10:45~11:30	4 th period
11:35~12:20	5 th period
12:20~12:50	Lunch time
12:50~13:20	Rest time
13:30~14:15	6 th period
14:25~15:10	7 th period
15:15~16:00	8 th period
16:00~16:15	Classroom cleaning
16:15~16:30	School is over

Remark: If the name card (for car) is lost or an extra one is needed, please apply at the Student Affairs Office (RM 5 per card).

Absence: If any student needs to take a leave, please inform the respective homeroom teacher, or call the Student Affairs Office, Student Activities Section, at 03-5121 3100 (ext. 402), to ensure the school is aware of the student's safety and whereabouts.



Chinese Taipei School (K.L.)
112th Academic Year Second Semester
Opening Ceremony and Lunar New Year Celebration
on the 19th of February 2024

I. Opening Day Schedule:

Time	Programme	Venue	Remarks
First Period 8:00	Homeroom Teacher Session	Classrooms	Class Affairs and Books Organization
First Period 8:30	Opening Ceremony	Auditorium	
Second Period 9:00	Lunar New Year Celebration	Auditorium	
Third Period onwards 9:50	Normal Class Session	Classrooms	

II. Opening Ceremony and Lunar New Year Celebration Programme:

1. The 112th Academic Year Second Semester Opening Ceremony
 - (1) The ceremony commences
 - (2) Sing the Malaysian National Anthem
 - (3) Sing the National Anthem of the R.O.C.
 - (4) Commendation
 - (5) Speech by the principal
 - (6) Reports from all administrative departments:
 - a. Academic Affairs Office
 - b. Student Affairs Office
 - c. General Affairs Office
2. Lunar New Year Celebration
 1. New Year greetings from the principal
 2. New Year greetings from the Parent-Teacher Association (PTA) chairlady
 3. New Year greetings from the principal, PTA chairlady, and all teachers
 4. Students extend New Year greetings to teachers
 5. Lion Dance- Performance by Chung Hua Independent High School
 6. The Luck Programme

