



Application form

Complete this form fully and return with the necessary documents attached to it.

STUDENT INFORMATION

Surname	Middle Name(s)		
First Name	Preferred name		
Date of birth	Age	Grade enrolled for	Year
Home language	Other languages		
Citizenship			
Student's cell no.	Email address		
Doctor's name	Telephone		

PLEASE ONLY TICK WHERE APPLICABLE

Does your child suffer from /attend/ receive any of the following?

Physical disabilities	Yes	No
Allergies	Yes	No
Chronic diseases	Yes	No
Occupational Therapy	Yes	No
Speech Therapy	Yes	No
Remedial Therapy	Yes	No

Any defined syndrome, e.g Dyslexia, ADHD, etc.	Yes	No
Has your child ever repeated a grade?	Yes	No

If YES to any of the above, kindly give full details: (Attach relevant reports)

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Is there any other information about your child that the school/staff should be aware of?

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EXTRA-CURRICULAR ACTIVITIES

Please choose one activity from each section

SUMMER SPORTS	WINTER SPORTS	CULTURE
Athletics	Netball	School Band
Tennis	Soccer	Music Instruments
Softball	Hockey	Public speaking & Debating club
Swimming	Volleyball	Drama
Gymnastics	Gymnastics	

PREVIOUS SCHOOL INFORMATION

Name of last school attended	Grade completed
City/Town	Telephone number

FATHER/GUARDIAN INFORMATION

Father's Surname	Name				
Title	ID/Passport no				
Street Address					
Postal Address					
Telephone (home)	(work)	(Cell)			
E-mail address					
Marital Status:	Single	Married	Divorced	Estranged	Widowed
Employer	Designation				
Religion	Denomination				

MOTHER/GUARDIAN INFORMATION

Mother's Surname	Name				
Title	ID/Passport no				
Street Address					
Postal Address					
Telephone (Home)	(Work)	Cell			
E-mail address					
Marital Status:	Single	Married	Divorced	Estranged	Widowed
Employer	Designation				
Religion	Denomination				

DETAILS OF PERSON RESPONSIBLE FOR FEES

Name		ID / Passport Number
Telephone (Home)	(Work)	Cell
Residential Address		

Please Provide Us With 2 Credit/Account References

Company	Account No.	Company's Contact No.
Company	Account No.	Company's Contact No.

I accept the responsibility for all the financial obligations and understand that failure to pay by the end of every month will automatically result in being handed over to debt collectors/lawyers and I also accept that no refunds will be given to me on school fees paid upfront if I fail to give one month's notice should I decide to take my child to another school. I will be liable for all legal costs.

IN CASE OF EMERGENCY

Name and contact number of a family/friend to be contacted in emergencies when parents are not available:

Name	Relationship	
Telephone (Home)	(Work)	Cell

PLEASE TAKE NOTE OF THE FOLLOWING:

- Our school uniform can be purchased at Boundary Wholesalers corner of Dalton & Planck street in Southern Industry (Tel. 061-220 342) OTB Sports, or SchoolTex, Wernhil Park. Detailed information can be obtained from the School Code of Conduct.
- Should I/We intend to withdraw my/our child (ren) from the school, I/we need to give at least 1 month's written notice to the school. If I/we do not comply with this agreement, I /we will be kept liable for additional charges for the final month.
- Non-Namibians to apply for study permit with the Ministry of Home Affairs
- NO REFUNDS ON REGISTRATION AND TUITION FEES
- I/we will be obliged to sign the school oath as well as an annual indemnity form to allow my/our child/ren to go on school outings.
- It is mandatory that all parents are involved in all fundraising activities of the department and the school. Parents should also avail themselves to be part of the Parent & Teacher's Association (PTA).
- Learners' images might be used for marketing purposes on print, electronic and social media.

We/I hereby confirm that the above mentioned information is correct.

Signed at Windhoek this day of 20

Father/Guardian	Mother/Guardian
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OFFICIAL USE ONLY

1. Information Verification : Completed Form		6.1. Intake Test Results To Parents / Guardians	
2. Certified Documents: Three copies of Birth Certificate		6.2. Registration Fees Paid	
4. English Results		6.3. Educational Contract	
5. Mathematics Results		7. Uploaded On Management System	
6. Intake Interviews: Parent/s & Learner/s		8. Class Allocation	
		9. Parent Orientation	