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Pre-primary 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)

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

NB: Non-Namibians to apply for study permit with the Ministry of Home Affairs

PREVIOUS SCHOOL INFORMATION

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

SUBJECTS

English 1st language	Compulsory
Mathematics	Compulsory
Environmental Studies	Compulsory
Bible Studies	Compulsory

NON-PROMOTION SUBJECTS	
Physical Education	Compulsory
Art & Pottery	Compulsory
Computer studies	Compulsory
Life Skills	Compulsory
Music	Compulsory

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

Account Holder's Name		
ID / Passport Number		
Telephone (Home)	(Work)	Cell
Residential Address		

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:

1. Our school uniform can be purchased at Boundary Wholesalers corner of Dalton & Planck street in Southern Industry (Tel. 061-220 342) or Karseboom in Ausspanplatz, Independence Avenue (Tel. 061-226 491). Detailed information can be obtained from the School Code of Conduct.
2. 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.
3. NO REFUNDS ON REGISTRATION AND TUITION FEES
4. 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.

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

Signed at Windhoek this day of 20

Father/Guardian

Mother/Guardian

OFFICIAL USE ONLY

1. Information Verification : Completed Form	
2. Certified Documents: Three Copies Of BirthCertificates	
3. Intake Test Paid & Written	
4. English Results	
5. Mathematics Results	

6. Intake Interviews: Parent/S & Learner/S	
6.1. Intake Test Results To Parents / Guardians	
6.2. Registration Fees Paid	
6.3. Educational Contract	
7. Uploaded On Management System	
8. Class Allocation	
9. Parent Orientation	