



Application Form Nursery / Kindergarten 2021/2022

Nursery

Kindergarten/Pre-School

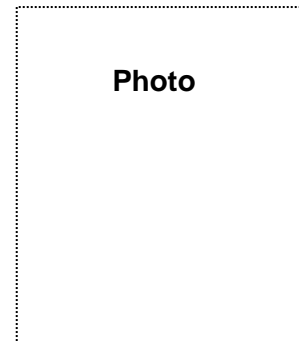
After School Care Mondays Tuesdays Wednesdays Thursdays Fridays

Kindly tick specification!

Application submission Date: _____

Date of commencement: _____

Expected length of stay:



Family Name and First Name of Pupil:

Birth Date: _____

Nationality: _____ Place of Birth: _____

Mother Tongue: _____ Religion: _____

Second Language: _____ Third Language: _____

Previous Schools (please attach copies of certificates): _____

Place: _____ Year/Class/Level: _____

Does your child have a special need (language; motor skills; etc.)? no yes

If yes, which need(s)? _____

*Please take note that if the school should discover the need for support later, or the need for support was not mentioned beforehand, the school would reserve the right to re-examine the child’s ability for school enrolment.

Does your child suffer from any allergies? no yes

If yes, which allergies?

Does your child have any chronic diseases? no yes

If yes, which diseases?

Full Name of Parents or Guardian (responsible for student’s education)

Mother _____ Profession _____

Mobile _____ Tel. private _____

Office _____ E-Mail _____

Employer _____

Father _____ Profession _____

Mobile _____ Tel. private _____

Office _____ E-Mail _____

Employer _____

Postal address Ghana _____

Residential address _____

Legal guardian Father and Mother Father Mother

Invoice address

Invoice to be sent to _____

Bank account (for refund) _____

In case of emergency please call this number.**(The school is member of WARA. Accident insurance for the individual pupil, is not provided by the school.)**

Name _____

Tel. Mobile _____ Tel. private _____

The school fees may be increased at the beginning of the academic year / Semester. A child is considered duly registered; only after the interview has taken place and the **registration fee** as well as the **admission fee**, have been settled before commencement of school. Half of the school fees must also be paid in advance, before starting school/by 1 August of the respective school year. There could be some additional costs for special activities and offers.

Please note that the notice period for withdrawal/termination is two months in advance in the course and at the end of the academic year.

Notice should be given not later than 1st of May, before beginning of a new academic year.

Failure to comply will attract additional fee of two months of school fees amount for the child / children in particular.

There will be a trial schooling until the autumn holidays. Only after the trial schooling will there be a final decision on admission.

Date _____ Signature 1 _____

Date _____ Signature 2 _____

Kindly enclose a copy of the following documents to your registration:

- Vaccination certificate / weighing card for the child/children
- the last two reports of the child/children
- Special pedagogical reports, if applicable
- valid passport/s of the child/children
- valid passports, IDs and driver's license of Parents
- Proof of address (copy of water or electricity bill in the name of the school fees payer or copy of rental agreement etc.)
- For employees: "Letter of Introduction" from employer
- For self-employed: Name and address of the company, with Company Registration No., TIN No., VAT No. etc.

For internal use only!

O School Certificates

O Attachment(s)

O Report(s)

O Interview.....

O Registration/Admission fees....

O Identification documents

Remarks:.....

.....