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APPLICATION FOR ADMISSION

Culture Connection Pte Ltd

FOR OFFICIAL USE

Test Scheduled, Interview Scheduled, OFF, SOL, SGN, ADM/HSE, PYM, O/I

Before you complete this application, please read the accompanying prospectus and the rules and regulations governing enrolment as well as the conditions of admission.

Enrolment Year, Enrolment Term, Date of Application, Seeking Admission To Year / Level, Is this your first application?

STUDENT DETAILS

Full Legal Name on Passport, Date of Birth, Ethnic Group, Nationality, Country of Birth, Country of Passport, Language Spoken, Religion

PARENTS CONTACT DETAILS

Family Name, Given Name, Nationality, Singapore PR, FIN / NRIC, Profession and Company, Residential No., Email, Current Address + Postal Code

Primary Parental Contact (tick one only) Father Mother

GUARDIAN CONTACT DETAILS

Family Name		Given Name	
Nationality	FIN / NRIC	Passport No. and Country of Passport	
Singapore PR <input type="checkbox"/> Yes <input type="checkbox"/> No	Mobile No. + Country Code	Residential No. + Country Code	Email
Current Address + Postal Code			

FAMILY DETAILS

ご両親 入学後の住居について

Family Information Parents Married Parents Divorced Parents Separated Father Deceased Mother Deceased

Student Lives With Father Mother Stepfather Stepmother Guardian ACS(I) Boarding Oldham Hall

Students are not allowed to live alone. Students living with parents who travel regularly must have a guardian appointed for emergency purpose. International students who do not have a parent-appointed guardian must board in the school dormitory. International students boarding at school must have a legal guardian appointed.

GUARDIANSHIP POLICY

All parents who live overseas, or who are not immediately accessible whilst their children are at school, are required to have a guardian who is resident in Singapore. The guardian's role is a vital one and is to support the child and to deputise for the parents when they are not available.

A guardian can be a relative or close friend of the parents but they must know the child and the child must be comfortable in having them deputise as a parent. As guardians are in a responsible position they should be at least ten years older than the child and must be at least the age of 30 at this registration. With the exception of parents registering as guardians, guardians must be Singaporeans with jobs that do not take them away from Singapore regularly. Guardians must be capable of speaking English and they must attend all school events organized by ACS (International) related to their ward's studies and performance at school.

All ACS (International) students must have a guardian or have their parents who act as their guardian. Students must be accommodated with the parents or guardians or with the school dormitory. In the event where the student does not board with his / her guardian, the guardian must organize weekly meeting with his / her ward and communicate with him / her on a daily basis to make sure the ward is healthy and coping in school.

Guardians should make themselves aware of all the relevant aspects of the School and the education of the children for whom they are responsible. They should communicate regularly with the School, initially through housemasters and housemistresses; similarly guardians must be readily contactable by the School. The School will seek to keep in-touch with guardians on a regular basis.

The School requires all guardians to complete a registration form and to update the School about any changes to their details. All guardians will be monitored by the School and should problems emerge in the guardianship arrangements the Vice Principal (Pastoral) will intervene to resolve the problems.

The Vice Principal (Pastoral) is in-charge of guardianship matters and further help and information can be obtained by emailing guardianshipmatters@acsinternational.com.sg

Specific Guidelines for Guardians

Guardians must:

1. Apply for ward's student pass/ and replace lost ones
2. Alert the school on medical issues/absences/late-coming of wards
3. Assist with ward's overseas travel arrangements
4. Liaise with the school on ward's discipline matters
5. Ensure that ward is properly attired and reports to the school on time
6. Keep communication lines open through email, SMS or telephone
7. Monitor ward's progress in school: both in academic and co-curricular activities (the school publishes mid-term and end-of-term records through ISAMS every 5 weeks)
8. Monitor ward's computer and internet usage
9. Monitor ward's weekend activities
10. Monitor ward's expenditure
11. Provide a daily structured timetable for study for ward
12. Provide breakfast and dinner during term time as appropriate
13. Provide avenues for enrichment activities for ward
14. Acknowledge receipt of communications from school through email
15. Read the newsletters (the school publishes regular newsletters on the website)
16. Update address and contact information when there are changes
17. Update the school when overseas

Important: No student is permitted to self-stay outside school.

記載した日など適当な日付で構いません

Parent's / Guardian's Signature 保護者署名

Date ↓

COMMUNICATION

To ensure good communication that meets appropriate levels of security, privacy and safety, please tick the appropriate options below.

Who is the emergency contact? Mother Father Guardian

Who will access the Parent Portal? *The school uses a parent portal that gives access to attendance data, academic progress details, reports and notices over the Internet.* Mother Father Guardian

INFORMATION ON SIBLINGS

Do you have (or had) any other children at ACS family of schools? Yes No *(If yes, please provide the details below)*

	Name	Enrolment Year	Enrolment Term	House
Child 1	ご兄弟がACSのグループ校にいる場合は記載ください			
Child 2				
Child 3				

ACADEMIC HISTORY

Present School Name	現在・もしくはご異動前の在籍校の名前	Country	日本からいらした場合はothersに✓
Previous Academic Programme Followed	<input type="checkbox"/> GCSE / IGCSE: ___ A*, ___ A, ___ B, ___ C	<input type="checkbox"/> PSLE : Aggregate _____	<input type="checkbox"/> GCE 'O' Level: L1R5 _____ <input checked="" type="checkbox"/> Others _____

Please attach academic transcripts and certificates for the last 2 years of study

OTHER INFORMATION

Please tick accordingly	NO	YES	If yes, please provide details below with attached evidences
Does the applicant have any learning difficulties which affects or has affected their education?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the applicant ever enrolled in a gifted programme?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the applicant ever been enrolled in a learning support programme?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the applicant ever seen a school counsellor?	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any factors (personal, psychological or social) which have affected the applicant's academic performance in the past?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the applicant have any medical or physical conditions that require special attention or medication?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the applicant ever had a long term absence (more than 10 days) because of ill-health?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the applicant have any allergies?	<input type="checkbox"/>	<input type="checkbox"/>	
If the student feels unwell in school, do you agree to the school nurse giving the following?	<input type="checkbox"/> Paracetamol <input type="checkbox"/> Antacid <input type="checkbox"/> Antihistamine <input type="checkbox"/> Antidiarrheal <input type="checkbox"/> Lozenges		
How will the applicant travel to school?	<input type="checkbox"/> Car <input type="checkbox"/> Walking <input type="checkbox"/> Bicycle <input type="checkbox"/> MRT <input type="checkbox"/> School Bus <input type="checkbox"/> Public Bus		

HOW DID YOU FIND OUT ABOUT ACS (INTERNATIONAL)?

<input type="checkbox"/> Previous ACS (International) students	<input type="checkbox"/> Friends	<input type="checkbox"/> Current ACS (International) parents _____	<input checked="" type="checkbox"/> Agent Culture Connection Pte Ltd
<input type="checkbox"/> Referred by ACS family of schools	<input type="checkbox"/> Internet	<input type="checkbox"/> Newspaper / Magazine _____	<input type="checkbox"/> Others _____

PAYMENT TERMS AND CONDITIONS

FEES

TEST FEE (Non Refundable) - **S\$428.00** plus **S\$214.00** (if Science paper is required) is payable at application for a placement test to be organized should test be required.

REGISTRATION FEE - **S\$3,210.00** is payable and non-refundable at application.

DEPOSIT (Refundable) - **S\$6,000.00**

The deposit is used for payment of student's external examination and OBS Camp.

The remaining deposit will be refunded upon completion of studies or in the case of a premature departure (only when a three-month notice is provided).

Parent's / Guardian's Signature _____ **保護者署名**

Date _____ **記載した日など適当な日付で構いません**

This is payable together with the tuition and other fees upon acceptance into the school.

TUITION FEE

Year 1 to 4 - **S\$24,000.00** PER ANNUM

Year 5 to 6 - **S\$27,000.00** PER ANNUM

MISCELLANEOUS FEE - **S\$650.00** per annum is payable at the beginning term of study for every academic year.

PSP STUDENT EVENT FUND - **S\$50.00** per annum (GST exempted) is payable at the beginning term of study for every academic year.

All fees are GST inclusive unless otherwise stated.

Parents or Guardians are responsible for the payment of uniform, school bus, meals, school books and other special co-curricular activities at school.

WITHDRAWAL AND REFUND PROCEDURE

A term's notice (three months) in writing to the Principal is required for all withdrawals.

Payment of a term's tuition fees will be collected if no notice is given.

Remaining deposit will be refunded only when a term's notice is given or paid in lieu.

Transcripts and Testimonials will not be prepared if the above requirements are not fulfilled.

All refunds will be offset with outstanding administrative costs (OBS, school camps, agent commission, examination fees etc.)

Parent's / Guardian's Signature _____ **保護者署名**

Date _____ **記載した日など適当な日付で構いません**

PAYMENT PROCEDURE

Payments are to be made only either in cash, cheque, cashier's order or inter-bank transfer. No credit card facilities are available.

All payments from overseas by cashier's order or telegraphic transfer are to be made payable to ACS (INTERNATIONAL) with applicant's name.

All cheque payments are to be crossed and made payable to ACS (INTERNATIONAL) with applicant's name written at the back of the cheque.

All fees are payable two weeks in advance before commencement of each semester on a half yearly basis.

A student cannot commence or continue schooling whilst fees are unpaid.

ACCOUNT DETAILS FOR CASHIER'S ORDER OF TELEGRAPHIC TRANSFER

NAME OF BANK DBS Bank Ltd, Singapore
 ADDRESS 6 Shenton Way, DBS Building, Singapore 068809
 SWIFT CODE DBSSSGSG
 BENEFICIARY NAME ACS (International)
 ACCOUNT NO 033-900959-8

Please include applicant's name in payment details.

CHECKLIST FOR ATTACHED DOCUMENTS

<input type="checkbox"/> Two Recent Passport-Sized Photographs Of Child	<input type="checkbox"/> Copy of applicant's Singapore Passport / Birth Certificate / NRIC
<input type="checkbox"/> Copy of applicant's School Reports For Last Two Years	<input type="checkbox"/> Copy of applicant's Examination Certificates
<input type="checkbox"/> Copy of applicant's speech / language / psycho – educational / psychologist reports or evaluation record for applicants diagnosed with learning disability condition (if applicable)	<input type="checkbox"/> Copy of applicant's foreign passport / Dependent Pass / PR (identity card – please indicate blue on the copy) / Student Pass (if applicable)

DECLARATION

Failure to declare the following could result in the withdrawal of the offer of a place at the school. Please note that it is important to declare all significant academic, emotional and medical problems. In the case of special educational needs, the school will assess carefully whether it can manage the needs of your child. Kindly attach copies of relevant medical reports, if applicable.

- I declare that all information provided in this application form is correct and true.
- I agree that my child and our family will endeavour to support the ideals of the school.
- I understand that my child's place in the school may be withdrawn for failure to comply with the requirements outlined above.
- I have read and accept the payment, withdrawal, accommodation and guardianship terms and conditions listed on the previous page.
- I have read and accept the Policy and Procedures on Guardianship.
- I consent to my child's name and/or photo being used by the school for school publicity purposes.
- I give permission for my child to participate in offsite school-run activities and field trips during the school day knowing that the school staff will act in loco-parentis.

Parent's / Guardian's Signature _____ 保護者署名

Date _____ 記載した日など適当な日付で
構いません

FOR OFFICIAL USE*OUTCOME OF TEST*

ENGLISH	MATHEMATICS	OTHERS
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INTERVIEW NOTES

INTERVIEWED BY _____

Date _____

Vice Principal (Academic) Comments

OUTCOME OF ADMISSION TEST

ACCEPTED (Principal's Comments)

REJECTED (Principal's Comments)

Principal's Signature _____

Date _____