

STUDENT APPLICATION

Application For:
 (please tick appropriate box)

Primary

Secondary

Date:

(dd/mm/yy)

Student's

Full Name :

_____ (as appears on birth cert / passport)

Other Preferred Name :

Male

Female

Citizenship :

Passport No : _____

(foreign students only)

Birth Date :

_____ (dd/mm/yy)

Birth Cert/NRIC : _____

Religion :

Language Spoken at Home : _____

Current Year :

_____ (eg. Primary 5, Secondary 3)

To Start School :

_____ (eg. Jan 2011)

Recent
 Photo
 (please attach)

ACADEMIC HISTORY (Starting from most recent)

Date & Grade Enrolled	Date & Grade Withdrawn	School Name & Location
<i>Example:</i> Jan 08 / Primary 1	Sep 11 / Primary 4	Harapan Cerah Primary School (Penang, Malaysia)

INTERESTS / CO-CURRICULAR ACTIVITIES

Sports/ Games: 1) 2) 3)	Performing Arts: 1) 2) 3)
Uniform Bodies/ Clubs/ Societies: 1) 2) 3)	Others:

FAMILY INFORMATION

Father's Full Name : _____

Occupation : _____

Email : _____ Phone: _____

Mother's Full Name : _____

Occupation : _____

Email : _____ Phone: _____

Home Address : _____

Student's Address in **Penang** : _____

(if different from above) _____

SIBLINGS

Names	Schools Attending or Occupation	Age

While studying at Sri Pelita, the student will live with:

Parents Guardian Other (please specify) : _____

If the student is under a guardian's care, please fill in the following information:

Guardian's Name : _____

Address : _____

Email : _____ Phone: _____

EMERGENCY CONTACT

Name : _____ Phone: _____

Relationship to Student : _____

TERMS OF ADMISSION

- The school reserves the right to make changes to the FEES SCHEDULE.
- Once the school confirms admission, the fees according to the FEES SCHEDULE are to be paid.
- The school reserves the right to refuse entry or remove any student for non-payment of fees in accordance to the school policies.
- The school reserves the right to discipline the student according to the school discipline matrix.

FEES SCHEDULE

Application Fee				150
Class	Registration	Deposit	School Fees	
				(Per Semester)
K1	2,000	3,000	4,500	
K2	2,000	3,000	4,500	
K3	2,000	3,000	4,600	
K4	2,000	3,000	4,600	
K5	2,000	3,000	4,750	
K6	2,000	3,000	4,750	
F1	3,500	4,000	5,400	
F2	3,500	4,000	5,400	
F3	3,500	4,000	5,400	
F4 ARTS	3,500	4,000	6,000	
F4 SCIENCE	3,500	4,000	6,500	
F5 ARTS	3,500	4,000	6,500	
F5 SCIENCE	3,500	4,000	7,000	
ESL – K1 to K3 (if applicable; One-Time only)				3,000
ESL – K4 to F4 (if applicable; One-Time only)				3,500

Miscellaneous – K1 to K6 (per semester)	350
Miscellaneous – F1 to F5 (per semester)	500
Sports Coaching (per semester)	
	200
School Uniform	Price Per Unit
Collared T-Shirt	30
T-Shirt	10
Pants / Culottes	60
Long Pants	75
Books (as per bill)	
Student / Guardian Visa (as per bill)	

* All Amounts are in Ringgit Malaysia (RM)

POLICIES

- 1) All fees/payments are to be paid in full by the first day of classes each semester.
- 2) There are two semesters per year. Fees/payments are payable for a full six-month semester irrespective of the length of time the student will spend in school during any given semester.
- 3) **5% per month late fee** is chargeable on all outstanding payments made after the stipulated deadline of one week from the first day of class each semester.
- 4) Deposit – The deposit cannot be used to pay school fees. The deposit is only refundable if the Parent/Guardian provides at least **3 months written notice of withdrawal** to the school prior to the end of each semester. For the 1st Semester, the written notice must be submitted by **31st March**. For the 2nd Semester, the written notice must be submitted by **30th September**. Failure to give written notice by the stated deadlines results in the **forfeiture of the entire deposit**.

5) All fees/payments (including Application Fees and Registration Fees) are strictly **non-refundable** unless explicitly stated otherwise.

6) Method of Payment

a) Cheque in Malaysian Ringgit to be made payable to
"E-GENIUSES.COM SDN. BHD."

b) Telegraphic Transfer (TT)

Account Holder:	E-GENIUSES.COM SDN. BHD.
Current Account Number:	507237134912
Bank & Address:	Maybank, Burmah House, Penang

For TT payments, please fax or give a copy of the proof of TT to the school once payment has been made.

All bank charges are the responsibility of the paying party.

To the best of my knowledge, all information on this application is correct.

I have read, understood and hereby agree to all the terms and conditions stipulated above. I agree to comply with and be bound by these terms and conditions.

Parent / Guardian's Signature : _____ Date : _____

(dd / mm / yy)

Parent / Guardian's Name : _____

Please return the completed application to: **Admissions
Sri Pelita School
Jalan Cengai, Tanjung Bungah,
11200 Penang, Malaysia.**

Office Use Only

Comments:

**Student's
Age :**

**Class
Assigned :**

Start Date :
(dd / mm / yy)