



# APPLICATION FORM 2023

## Child's Details (If child has siblings applying as well, list oldest child details)

<b>First Name</b>	<b>Surname</b>	<b>Known as</b>
<b>Date of Birth</b> (DD/MM/YYYY)	<b>Gender</b> <input type="radio"/> Female <input type="radio"/> Male	<b>Dominant Hand</b> <input type="radio"/> Right-handed <input type="radio"/> Left-handed
<b>Home Language</b>	<b>Previous School</b>	
<b>Age</b>		
<b>School Day Option</b>	<input type="radio"/> Half Day (08:00 – 13:00)	<input type="radio"/> Full Day (08:00 – 17:30)

## Guardian 1 Details

<b>First Name</b>	<b>Surname</b>	<input type="radio"/> Ms <input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Dr
<b>Relation to Child</b>		
<b>Identification Type</b> <input type="radio"/> ID <input type="radio"/> Passport	<b>Identification Number</b>	
<b>Mobile Number</b>	<b>Alternative Contact Number</b>	<b>E-mail Address</b>
<b>Residential Address</b>	<b>Postal Address</b>	<b>Occupation</b>

## Guardian 2 Details

<b>First Name</b>	<b>Surname</b>	<input type="radio"/> Ms <input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Dr
<b>Relation to Child</b>		
<b>Identification Type</b> <input type="radio"/> ID <input type="radio"/> Passport	<b>Identification Number</b>	
<b>Mobile Number</b>	<b>Alternative Contact Number</b>	<b>E-mail Address</b>
<b>Residential Address</b>	<b>Postal Address</b>	<b>Occupation</b>





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**Siblings Also Applying** – Please list in descending order of ages of children

<b>First Name</b>	<b>Surname</b>	<b>Known as</b>
<b>Date of Birth</b> (DD/MM/YYYY)	<b>Gender</b> <input type="radio"/> Female <input type="radio"/> Male	<b>Dominant Hand</b> <input type="radio"/> Right-handed <input type="radio"/> Left-handed
<b>Home Language</b>	<b>Previous School</b>	
<b>Age</b>		
<b>School Day Option</b>	<input type="radio"/> Half Day (08:00 – 13:00)	<input type="radio"/> Full Day (08:00 – 17:30)

### General Information on Child

Family history, known allergies, previous illnesses, physical or learning difficulties, past or present medical treatments including therapy (occupational or psychological), should be written below and any documentation attached hereto:


<b>First Name</b>	<b>Surname</b>	<b>Known as</b>
<b>Date of Birth</b> (DD/MM/YYYY)	<b>Gender</b> <input type="radio"/> Female <input type="radio"/> Male	<b>Dominant Hand</b> <input type="radio"/> Right-handed <input type="radio"/> Left-handed
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<b>School Day Option</b>	<input type="radio"/> Half Day (08:00 – 13:00)	<input type="radio"/> Full Day (08:00 – 17:30)



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<b>Age</b>		
<b>School Day Option</b>	<input type="radio"/> Half Day (08:00 – 13:00)	<input type="radio"/> Full Day (08:00 – 17:30)

## General Information on Child

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# APPLICATION FORM 2023


## Terms and Conditions

1. We reserve the right of admission and the right to request a parent to remove a child from The Little Lotus Academy should we consider this to be in the interest of the child.
2. The Little Lotus Academy is a non-denominational multilingual institution.
3. School Fees are payable on or before the 27th of every month.
4. Fees paid after the 3rd will be subject to a late fee penalty of N\$400, Should fees be outstanding for 2 or more months the child may be suspended from school and the account will be handed over to our attorney for collection. Refunds are not made for cancellation of application, absence due to illness or holiday.
5. Fees are calculated on an annual basis. Guardians have the following payment options:
  - a. Full payment **before the commencement** of the academic calendar year;
  - b. Annual fees charged monthly over a period of 12 months (January - December).
  - c. **One School Term notice, in writing is required before removing your child from our school, or payment in lieu thereof is required.**

I, the undersigned, acknowledge that I have read and understood the Terms and Conditions of The Little Lotus Academy and that my signature hereto consider myself bound by such rules and conditions.

I am acquainted with the fee payment schedule and the requirements pertaining thereto.

My accountability in terms of the previous paragraph will not be affected through my ignorance of these requirements.

This agreement will remain valid until all obligations have been met even if my child has been withdrawn from the school,

The Little Lotus Academy shall have the right to summarily dismiss my child if false or incorrect information has been supplied by me.

I waive the right to claim against The Little Lotus Academy, its staff, or agents for damages, howsoever caused, against my property or person, or injury, or death, to my child, myself or my family while any of them are on the premises of Little Lotus Academy or while any of them are on an excursion organised by the school or any other premises used by Little Lotus Academy in the furtherance of the education of my child.

I/We hereby accept and agree to Little Lotus Terms and Conditions

\_\_\_\_\_  
Guardian Signature(s)

\_\_\_\_\_  
Date



## **APPLICATION FORM 2023**

### **PAYMENT SCHEDULE 2023**

**Enrolment Fee – N\$ 2,500.00** per child payable upon acceptance. This is a once-off, non-refundable amount.

**Monthly fees: 2,800.00 per month**

**Annual fees: N\$ 31,920 after 5% discount**

**School Teaching hours: 08:00 – 13:00**

**Aftercare: 13:00 – 17:30**

**Drop off from 06:45**

**Pick up before 17:30**

#### **Banking Details**

**Bank: Bank Windhoek**

**Account No.: CHK-8024 816 851**

**Branch: Maerua Mall**

**Branch Code: 483 872**

**Reference: Child's Full Name**