



**Application for Admission**

**Kennedy House**

**P.O.Box 555, Usa River, Tanzania**

**Tel: +255-784-222820**

**E-mail: info@kennedyhouseschool.com**

**Website: www.kennedyhouseschool.com**

Student's Name FAMILY	FIRST	OTHER
Nationality:	Date of birth (day/month/year)	Sex (M/ F)
Expected Starting Date	To Enter Class/Year	Religion
Mother Tongue	Passport Number	

**Previous Schooling (most recent first)**

Classes / Years To	Years To	Name & Address of school:	Language used
Classes / Years To	Years To	Name & Address of school:	Language used
Classes / Years To	Years to	Name & Address of school:	Language used

Classes / Years To	Years to	Name & Address of school:	Language used
Knowledge of English (Fluent / Fair / None)			
Probable Length of stay at Kennedy House			
<u>List any siblings in Kennedy House:</u>			

<b><u>Addresses</u></b>	
Residential Address is Tanzania or East Africa	Business Address
Telephone:	Telephone:
Fax:	Fax:
E-mail:	E-mail:
Permanent Address in home country	Emergency Contact
Telephone:	Telephone:
Fax:	Fax:
E-mail:	E-mail:
<b><u>PARENTS</u></b>	

Are both parents living?	Status? (Married / Separated / Divorced).	Child lives with father / mother / both?
FATHER		
MOTHER		

	Full Name	
	Nationality	
	Passport Number	
	Mother Tongue	
	Type of Employment	
	Position	
	Name of Employer	

Has your child ever had special educational needs? (Please give details & supporting documents as appropriate)
Is your child in good health? (Give medical details as appropriate)
Does your child have any allergies? (Give details as appropriate)
Parents will be invoiced for fees. If you would also like copies of invoices to be sent elsewhere, please give the name & contact details:

**Conditions for Enrolment and Withdrawal**

1. When the parent or guardian who has registered a child for entry into the school is offered a place, he/she shall immediately inform the Head of the School whether or not he/she will accept the place. The Registration Fees should be paid within one month of the date of the letter offering a place, in order to retain the place. The registration fee is not refundable.
2. Once a place has been offered and accepted, the parent or guardian who completed the application form shall be liable to pay the fees by the dates and the manner required by the school. All fees must be paid in the currency specified by the school.
3. Fees must be paid **one term in advance** where possible. **ALL** school fees must be paid no later than the first school week of term. Should fees not be paid on time then a 10% penalty fee will be added on for every week the applicable fees are not paid.
4. A child in the school shall be presumed to be continuing in the school until such time as notice of withdrawal has been given in respect of him/her. Such notice of withdrawal must be given in writing and delivered to the Head of School personally.
5. Unless such notice of withdrawal is given at least one school term in advance, before the child is withdrawn, the parent or guardian shall be required to pay an additional term's tuition fees in lieu of notice.
6. Fees are not refundable in cases of absence through illness, vacation or leave, suspension or expulsion.

### **Agreement**

I understand that the insurance of my child against accident, loss of property or refund of fees in case of illness is my own responsibility. I hereby absolve Kennedy House of all responsibility for accident, illness or loss of personal property sustained by my child during the school year.

I give permission for the Head of School to seek medical advice and accept medical or surgical treatment for my child in the event of illness or accident. I understand that in an emergency I will be notified as soon as possible.

I undertake to abide by the conditions for enrolment and withdrawal set out above and I accept the school's regulations and requirements. I understand that the school fees must be paid in the currency and manner prescribed by the school. I agree to pay school fees in advance each term on or before the date specified for payment.

I certify that the information given on this form is correct in every detail.

Parent's / Guardian's Signature:	Date:
Signed on behalf of Kennedy House	Date:

This application form must be accompanied by

1. A copy of the child's birth certificate,
2. A copy of the child's passport,
3. A copy of his / her most recent school report (where applicable),
4. A recent passport-sized photograph.

### **Kennedy House Fee Structure**

<u>Age Group</u>	<u>Termly Fees</u> <u>(all prices are quoted in</u> <u>U.S. Dollars)</u>	<u>Annual Fees</u> <u>(all prices are quoted in</u> <u>U.S. Dollars)</u>
Nursery Classes (3 days per week)	\$640	\$1,920
Nursery Classes (5 days per week)	\$850	\$2,550
Preschool	\$1300.00	\$3,900
Reception	\$1,430	\$4,290
Year 1	\$1,430	\$4,290
Year 2	\$1,700	\$5,100
Year 3		
Year 4	\$1,700	\$5,100
1 <sup>st</sup> Sibling Discount	5%	5%
2 <sup>nd</sup> / 3 <sup>rd</sup> Sibling Discount	10%	10%

**Registration / Joining Fees**

First Child	\$250	Single, (non-refundable) payment
Sibling	\$200	Single, (non-refundable) payment

\*The above Fees will cover tuition costs and any school / class activities instructed by members of teaching staff at Kennedy House in full time employment.\*