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Website: <http://www.stpaulhanoi.com.vn>

APPLICATION FORM

FOR ADMISSION

STUDENT'S INFORMATION

Family Name:

First name:

Name Used:

Nationality: (1) (2)

Date of Birth: Day _____ Month _____ Year _____ Sex: Male Female

First Language: Second Language:

Student Email:

Current grade: Apply for Grade:

Address (Overseas):.....

Address (Vietnam):.....

Bus Pick-Up Location: *Please write in details*

House/Apartment:

Lobby:

Building/Block:

Street:

District:

FATHER'S INFORMATION

Family Name:		
First name:		
Nationality:	First Language:
Address (Overseas):		
Address (Vietnam):		
Mobile phone:	Home phone:
Email:		
Occupation:	Employer:
Business Address:		
Work contact:	Work Email:

MOTHER'S INFORMATION

Family Name:		
First name:		
Nationality:	First Language:
Address (Overseas):		
Address (Vietnam):		
Mobile phone:	Home phone:
Email:		
Occupation:	Employer:
Business Address:		
Work contact:	Work Email:

STUDENT'S SIBLING

Name	Date of Birth	Gender (M/F)	Current School

STUDENT'S EDUCATION

No.	Name of School	Location	From-To (Month-Year)	Grade	Report available (Y/N)
1					
2					

Type of curriculum: (e.g. IB, British, American, National system):

Please list the child's particular interests/talents, or school activities in which they have been involved?

.....

Has the child ever been suspended or requested to withdraw from a school? Yes No

If yes, please specify:

Has the child's educational program ever been modified for any of the following reasons?

Behavioral: Yes No **Academic:** Yes No **Gifted/Talented:** Yes No

If yes, please specify:

Does your child currently receive any special educational assistance? Yes No

If yes, please specify:

ADMISSIONS INFORMATION

Preference for Grade Placement:

Expected Date of Enrollment: Day _____ Month _____ Year _____

TUITION FEE INFORMATION

- Payment Option:
- Yearly (one payment at the beginning of the year)
 - Semester (2 installments annually)
 - Quarterly (4 installments annually)

BUS SERVICE

Please select the option for transportation provided by the school (optional, additional fee). Please note that we require up to **2 weeks notice** to arrange the daily bus service for your child(ren).

- YES.** I would like to register my child(ren) for the school bus service.

If yes, please specify your preferred method of payment:

- Yearly (one payment at the beginning of the year)
 - Semester (2 installments annually)
 - Quarterly (4 installments annually)
- NO.** I will arrange the transportation to school for my child(ren)

LUNCH SERVICE

Please select the option for lunch service provided by the school (optional, additional fee). Please note that we require up to **1 week notice** to arrange the daily lunch service for your child(ren).

- YES.** I would like to register my child(ren) for the school lunch service.

If yes, please specify your preferred method of payment:

- Yearly (one payment at the beginning of the year)
 - Semester (2 installments annually)
 - Quarterly (4 installments annually)
- Food allergy:** *(Please explain)*
- NO.** I will arrange the lunch box for my child(ren)

REQUIRED DOCUMENTATION FOR ADMISSIONS

1. Application Form (*attach student photo*)
2. Teacher Recommendation Form
3. Health Check Form (*attach student photo*)
4. Copies of the students' most recent school report and/or transcript (at least 3 recent transcripts if applicable). **English translation of documents is required.**
5. Enrollment certificate
6. Copy of child's passport or Birth certificate
7. Copy of parent/guardian's passport or ID card

Documents can be scanned (PDF files) and emailed to the Admissions Office at admissions@stpaulhanoi.com

WITHDRAWAL

School requires sufficient notice of 20 days prior to the withdrawal (*last day at St. Paul*), so as to prepare the required relevant paper work. If all terms and conditions are met, the refund on a partial tuition in accordance with our refund policies will be made after 10 working days.

If a student withdraws during a quarter, there will be no reimbursement of any fees relating to that quarter in which they leave St. Paul Hanoi. **(Please see the REFUND POLICY).**

Through which channel have you learnt about our school ?

- School Facebook School Website Forums Google search
- Advert (magazine, newspaper, flyer, brochure) Word of Mouth Other

Do you want to receive the school information through email of (please circle)

- Father Mother Both

Father's Signature

Mother's Signature

Printed Name

Printed Name

Date: _____

****Please complete the "Home Language Survey" on the next page.*** →

Thank you!

Home Language Survey

Student name: _____

Country of birth: _____ Date of birth (mm/dd/yy): ____/____/____

Current School: _____ Grade: _____

Please take a moment to answer the following questions. Mark the appropriate box. If ‘Other’ is selected, please specify by writing on the line.

1.) Which language did your child first learn? Vietnamese English
 Korean Other: _____

2.) Which language is spoken most often in your home? Vietnamese English
 Korean Other: _____

3.) Which language does your child primarily speak in? Vietnamese English
 Korean Other: _____

4.) Which language does your child primarily write in? Vietnamese English
 Korean Other: _____

5.) How long has your child been studying English? Under 1 year 1 – 2 years
 3 – 4 years Other: _____

6.) How many hours a week does your child study English? Under 1 hour 1 – 3 hours
 3 – 5 hours Other: _____

7.) What is the primary way that your child has learned or is learning English? Tutor Academy
 School Self-taught
 Parent Other: _____

Thank you for completing this survey!