

SPORTS ACADEMY SCHOOL Grade:		Photo
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Student Application Form

Student

Name: _____ First name: _____ Nationality _____ Sex: M F
 Date of birth: ___ / ___ / _____ Place of birth: _____
 Number of children in the family: _____
 Mobile number: _____
 Address: Building: _____ Street: _____ City: _____
 e-mail address (mandatory): _____

Custodial Parents

other ^M Maiden name: _____ Custodial authority: _____ Yes No
 Marital name: _____ First name: _____
 Address: _____
(If different from the student's)
 Profession: _____
 House number:

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 Mobil number:

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 Work number:

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 Work address: _____
 Email address (Mandatory): _____

Father

Last name: _____ First name: _____
 Address: _____
(If different from the student's)
 Profession: _____
 House number:

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 Mobil number:

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 Work number:

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 Work address: _____
 Email address (Mandatory): _____

Additional Information

Deceased father Deceased mother Divorced parents Separated parents Remarried parent

The student lives with:

Both parents Father Mother Other (precise): _____

Frequented school: _____

Phone number: _____

Was the student suspended from any school? Yes No

If yes, state the reason: _____

Does the student suffer from scholarly difficulties (dyslexia, linguistic difficulties, ...)? Yes No

If yes, specify: _____

Does the student struggle with behavioral problems (hyperactivity, social anxiety, psychopathology...)? Yes No

If yes, specify: _____

Kindly provide us with a copy of the official report that diagnoses the medical difficulty(ies) stated above (if any).

Legal Guardian:

Last name: _____ First name: _____

Address: _____
(If different from the student's)

Profession: _____

House number: _____ Mobil number: _____

Work number: _____ Work address: _____

Email address: _____

Are there any specific circumstances (Academic, social, familial or other) of which the administration should be notified? If yes, kindly specify:

Emergency Contact

Full name: _____

Relation to student:

Address: _____

House number:

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Mobil number:

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Work number:

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Transportation

Private Scholarly Pedestrian

Miscellaneous

Activities: List all the student's extracurricular, social and leisure activities:
(e.g. Sports clubs, scouts, volunteering, music, etc.)

Is the student a high-level athlete: Yes No

If yes, in which sport: _____

How did you learn about Sports Academy School? _____

Why did you choose Sports Academy School? _____

Parental Authorization Regarding Copyrights

(For minors only – adult students can employ their own signature)

As part of the scholar activities, the extracurricular activities, field-trips, travels, events and others the media content containing images of the student are liable to be selected and used for pedagogic reasons and to promote Sports Academy School. In accordance with the law, the free access to the data concerning your student is granted. You can check at any time, the usage of such data and practice your right to request the removal of the content if you deem necessary.

I authorize the use and broadcast of those images by Sports Academy School

I do not authorize the use and broadcast of those images by Sports Academy School

By this we, the undersigned, certify that the information presented above is true to the best of our knowledge and we commit ourselves to notify the administration of any significant variation of the information if and when it happens. We are equally committed to respect the internal and financial rules and regulations of the Sports Academy School

Date:/...../202.....

Parents' signatures:

**Mandatory required documents and elements to be attached with the application form,
For the students of: BP1, BT1, BT2, BT3, TS1:**

- 6 passport photos certified by a notary
- Individual Civil Registration Extract (original)
- Familial Civil Registration Extract (original copy)
- Blood type certificate
- Medical certification allowing clearly all sports practice
- A specialist's medical report in case of learning difficulties and/or disabilities
- Scholarly report of last academic year
- Certified copy of the Brevet
- Original certified Scholarly statement from last school

Registration Fees: 375.000 L.L. / Year

SAS- OPERATION RULES - INFRINGEMENTS AND SANCTIONS

Conduct	Grade	Level	code	Description	Sanction			
					1st	2nd	3rd	4th
ART 1 Hygiene Code	C	1	i	Inappropriate Hair (not contained and/or not clean)	V.W.	V.W.	P.M.	R.A.
	C	1	ii	Excessive Makeup in Practical Sessions	V.W.	V.W.	P.M.	R.A.
	C	1	iii	Cleanliness (body and clothes)	V.W.	V.W.	P.M.	R.A.
ART 2 Dress Code	B	1	i	Inappropriate sports Shoes	V.W.	V.W.	R.A.	P.M.
	B	2	i	Inappropriate Gear when needed (e.g. Swimsuit, proper outfit, sports bra, ...etc)	V.W.	P.M.	R.A.	W.W.
	B	2	ii	No costume (top and/or bottom)	V.W.	R.A.	R.A.	W.W.
	B	2	iii	Wearing jewellery in practical sessions	V.W.	V.W.	P.M.	W.W.
ART 3 Verbal Code	B	1	ii	Loud Noises (Speaking, laughing, music or Other)	V.W.	V.W.	R.A.	W.W.
	B	2	iv	Talking without permission in class	V.W.	V.W.	R.A.	R.A.
	A	1	i	Inappropriate Jokes (indecent, political, religious ...etc)	V.W.	R.A.	W.W.	W.W.
	A	2	i	Verbal Abuse: Mocking, Treating with Contempt, Ridiculing, Disrespect ...etc	R.A.	W.W.	W.W.	W.W.
	A	2	ii	Debating in political/religious subjects	V.W.	R.A.	P.M.	W.W.
	A	3	i	Threatening and Aggressing other student(s)	V.W.	W.W.	W.W.	W.W.
	A	3	ii	False Testimony	V.W.	W.W.	W.W.	W.W.
ART 4 Behavioral Code	B	3	ii	Chewing Gum/Eating in Class	V.W.	R.A.	R.A.	W.W.
	B	3	iii	Lack of interest/attention during sessions	V.W.	V.W.	P.M.	W.W.
	B	3	iv	Unauthorized wandering in the Facilities	V.W.	R.A.	R.A.	W.W.
	B	3	v	Attending sessions and classes without required equipment (books, papers, pens ...etc)	V.W.	R.A.	T.E.	W.W.
	A	1	ii	Spitting, throwing garbage outside their destined place	V.W.	R.A.	W.W.	W.W.
	A	1	iii	Spitting on the ground	V.W.	R.A.	W.W.	W.W.
	A	2	iii	Disrespectful body language (bad gesture, impolite vibes, aggressive eye contact ...etc)	R.A.	W.W.	W.W.	W.W.
	A	2	iv	Animal abuse/mistreatment	R.A.	W.W.	W.W.	W.W.
	A	3	iv	Intimate Indecent Acts	R.A.	W.W.	W.W.	W.W.
	A	3	v	Fighting (Combat) and/or physical abuse	W.W.	W.W.	W.W.	E.T.
	A	3	vi	Possessing tobacco or alcohol	D.C.	W.W.	W.W.	W.W.
	A	3	vii	Using tobacco or alcohol	W.W.	W.W.	E.T.	E.T.
	A	3	viii	Bullying	R.A.	W.W.	E.T.	E.T.
A	3	ix	Cyber/Digital Bullying	W.W.	E.T.	E.T.	E.T.	
A	3	x	Any physical threat or abuse of teachers and/or academy staff members	W.W. // T.E.	E.T.	E.T.	E.T.	
A	4	i	Inflicting serious injuries	Contact Authorities	Contact Authorities	Contact Authorities	Contact Authorities	
A	4	ii	Dealing /Using Drugs	Contact Authorities	Contact Authorities	Contact Authorities	Contact Authorities	
A	4	iii	Stealing	Contact Authorities	Contact Authorities	Contact Authorities	Contact Authorities	
A	4	iv	Rape/Forced Sexual Acts	Contact Authorities	Contact Authorities	Contact Authorities	Contact Authorities	

Conduct	Grade	Level	code	Description	Sanction			
					1st	2nd	3rd	4th
ART 5 Infrastructure and Equipment	B	3	vi	Inappropriate use of toilets	R.A.	M.P.	W.W.	W.W.
	B	3	vii	Unintentional Destruction/Loss of Others' or Academy's Property	S.C.	W.W.	W.W.	W.W.
	B	3	viii	Irresponsible Use of Equipment (might lead to loss or Damage) Borrowing materials, equipment and/or other items from the academy without permission	S.C.	W.W.	W.W.	W.W.
	A	2	v	Intentional Destruction/damaging of Others/Academy's Property	W.W.	W.W.	W.W.	E.T.
ART 6 SECURITY - Tools Appropriation and use	B	3	ix	Use of Electronics In Class Without Permission	D.C	D.C	W.W.	W.W.
	B	3	x	Possession and or Use of Electronics In Exam Without Permission	W.W.	W.W.	W.W.	E.T.
	A	3	xii	Posting/sharing pictures, videos and/or any media content showing teachers, students and/or any school material contents online without prior permission.	W.W.	W.W.	W.W.	E.T.
	A	3	xiii	Trading/distributing any kind of Items/flyers (Legal) in School without prior Permission	W.W.	W.W.	W.W.	E.T.
	A	4	v	Possession of any Type of Weapons	Contact Authorities	Contact Authorities	Contact Authorities	Contact Authorities
	A	4	vi	Use of Tools as Weapons	Contact Authorities	Contact Authorities	Contact Authorities	Contact Authorities
ART 7 Attendance Code	B	3	xi	Repetitively being late to class (without valid reason)	V.W.	R.A.	P.M.	W.W.
	B	3	xii	Not Attending School (without valid reason)	R.A.	P.M.	W.W.	W.W.
	B	3	xiii	Not engaging in practical sessions without proper exemption form	R.A.	P.M.	W.W.	W.W.
	B	3	xiv	15+ minutes Late to an Exam (without valid reason)	Z.G.	P.M.	W.W.	W.W.
	A	1	iv	Leaving class early (without valid reason)	R.A.	W.W.	W.W.	W.W.
	A	1	v	Not Attending one Session in	R.A.	W.W.	W.W.	W.W.
	A	1	vi	Not Attending an Exam	Z.G.	P.M.	W.W.	W.W.
	A	3	xiv	Leaving the facility and/or using personal vehicle during school time (even to take a break)	W.W.	W.W.	W.W.	E.T.

Legend of Sanctions

Code	Sanction	Explanation
V.W.	Verbal Warning	Educative reminder- Discussion with adult
P.M.	Parents Meeting	Administration/parents-guardians meeting
S.C.	Substantial Compensation	Financial compensation or written/public apologize
D.C.	Device Confiscation	Item forfeiture during a period of time from 1day to
R.A.	Retention/Accountability	Mandatory additional work at home or at school during a free time, or community service, training
Z.G.	Zero Grade	Zero grade at an exam
W.W.	Written Warning	Written notice- Maximum 3 before Exclusion
T.E.	Temporary Exclusion	Temporary exclusion
E.T.	Expulsion Termination	Definitive School exclusion and termination

WRITTEN WARNING INCLUSIONS

Depending on each individual case a WRITTEN WARNING can include one or many of
A formal written apology done by the student
Retention of the student
Temporary exclusion
Compensation for the value of destroyed or lost items
Zero on the concerned exam
Device/tool Confiscation
Smoke, alcohol and/or drugs assessment of the student
Expulsion and termination
to contact legal authorities

Date: _____ Parents' Signatures: _____ Student's signature _____



FINANCIAL REGULATIONS

1. INTRODUCTION

Sports Academy School (SAS) is the first sports and physical education technical school in Lebanon. The academy currently includes 2 branches: One located at college des Peres Antonine's, Baabda and the other at E-club Facility, Zouq Mikhael. Studies at sports academy school cover BP to TS grades, within which an acquired Lebanese technical baccalaureate is acknowledged by the Lebanese Ministry of Education. The primary goal of the academy is to provide a national level, high quality preparation and development programs for the students in the domain of sports and physical education. Registration in Sports Academy School requires from the student a complete adherence to the financial and administrative regulations that governs the academy.

Registration and/or re-registration in Sports Academy School requires from the student their complete acceptance of the current regulation as a whole, undivided and without reservation.

2. TUITION FEES

Registration will only be considered official and recognized when the following requirements are fulfilled:

1-The full registration document is presented to the academy

2-Registration fees are paid at the time of registration

- Stationery and school-uniform fees must be paid by September.
- Tuition fees can be paid in 3 installments, the administration holds the right to modify this clause.
- Transportation fees may vary according to the student's place of residency and must be paid on time.

3. MANDATORY FEES

- Tuition fees.
- Official exams fees.
- Graduation ceremony fees.
- Remedial courses fees (when needed).

4. OPTIONNAL FEES

- Field trips
- Trips (outside the country)

5. PAYEMENTS DEADLINES

Exceptionally, tuition fees can be scheduled as monthly payments in very specific cases. In this case, the following conditions must be respected without exception:

- A special written request must be filled at the start of the academic year
- An official approval from the accountant must be acquired
- Monthly payments can never exceed 8
- Monthly payments must be made on time as bank transfers to **Bank of Beirut** or as a cash-cheque to the benefit of the Sports Academy School
- Failure to cash or transfer any payment before its due date, will automatically lead to consider all remaining payments (including penalties) overdue without the ability to renegotiate any new agreement
- The last payment must be paid before May 30th of the current school year.
- A written binding agreement of the payments' timeline, including payments due dates and penalties, must be signed by the requesting family upon approval.

***Sports Academy School reserves the right to take all necessary legal actions in order to recover its misplaced financial assets

***in all cases half of the tuition fees must be paid before the first exam in January 2021 (end of semester 1) lest the student will risk forfeiting his/her exam.

6. UNPAID

- Overdue payments will automatically trigger a weekly \$ 50 penalty
- The school reserves the right not to re-enroll any student who has outstanding fees from previous year(s).

7. TESTS

- Students must be up to date with their payments to guarantee their admission to their exams

8. Passing the Academic year

- The Criteria of success is a standardized (educational and administrative) evaluation. This evaluation will be based on both academic and behavioral dimensions
- Tuition fees must be fully paid before the 30th of May.

9. Request for administrative and scholarly documents

Parents of minors and students over 18 years old hold the right to request copies of the student's certificates and grading reports. These requests can be presented by either the parents or the students yet must be signed in any case by the parents.

These requests must be addressed in written to the Director's assistant and should state clearly the requested documents.

Fees to each requested document apply.

I accept these financial regulations as a whole and I agree to comply totally and completely.

Date:

Name:

Signature: