

EL ELYON LEARNING CENTER INCORPORATED

012-BL-052 Gold St., Deca Homes Subd. Phase 2, Brgy. Tungkil Minglanilla Cebu

School ID No. 409041

WELCOME TO ELELYON LEARNING CENTER INC. CEBU

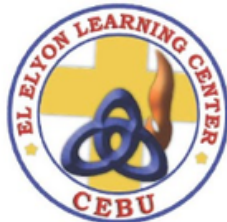
ENROLLMENT PACK



ADMIN@ELELYON.ACADEMY



0956 007 8864



EL ELYON LEARNING CENTER INCORPORATED

012-BL-052 Gold St., Deca Homes Subd. Phase 2, Brgy. Tungkil Minglanilla Cebu

School ID No. 409041

To our Valued Parents, thank you for considering enrollment of your child at El Elyon Learning Center Inc. Cebu

Please find attached our Enrollment Form, Standard School Fee Package, Declaration, and Enrollment.

Please fill out an Enrollment Form for each child and return them with copies of their:

- PSA Issued Birth Certificate
- Most Recent Report Card/Grading Card
- Academic Record issued by previous school (applicable only for transfer students)

ENROLLMENT POLICY

POLICY ON REFUND OF FEES

A. Students who have paid their matriculation fees and who withdraw before the opening of classes and those who register after the opening of classes then withdraw immediately thereafter the refund shall be computed by taking into consideration.

The refund of their matriculation fees (except entrance, registration, and miscellaneous fees) in accordance with the following schedules:

Two weeks before the opening of classes	- 80% refund
One week before the opening of classes	- 50% refund
Start of classes	- no refund

B. To recognize the authority of EL ELYON LEARNING CENTER INCORPORATED. To ban or not allow our child or children from entering the school campus or entering his/her classes in case we fail to pay two consecutive installments of our due. Provide however that our child be solely responsible for keeping up with lessons, assignment & taking examination given during the school days our child was not allowed to enter or attend classes.

IMPORTANT:

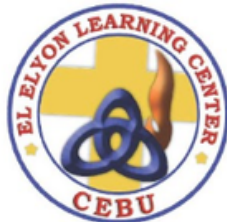
ENROLLMENT IN EL ELYON LEARNING CENTER INCORPORATED SHALL MEAN THAT STUDENT AND THEIR PARENTS ARE WILLING TO ABIDE BY SCHOOL POLICIES, RULES AND REGULATIONS CONTAINED IN THE SCHOOL BULLETIN AND STUDENT HANDBOOK AND ALL OTHER GUIDELINES THAT WILL BE ISSUED DURING THE SCHOOL YEAR.



ADMIN@ELELYON.ACADEMY



0956 007 8864



EL ELYON LEARNING CENTER INCORPORATED

012-BL-052 Gold St., Deca Homes Subd. Phase 2, Brgy. Tungkil Minglanilla Cebu

School ID No. 409041

DECLARATION

It is essential both parents/guardians and students read and sign the following agreements prior to submitting this application for consideration. In order to uphold the traditions and reputation of the School and for the mutual benefit of all students, their families and members of the community, the expectations of students and their parent(s)/guardian(s) are set out below.

PARENT(S)/GUARDIAN(S) UNDERTAKING:

As parent(s)/guardian(s) of a student attending El Elyon Learning Center Inc. Cebu I/we jointly and severally:

1. Agree to abide by the School's policies and other regulations which may be made from time to time.
2. Will endeavor to help in the various school support activities (e.g. canteen, camps, excursions, retreats and other official school councils).
3. Agree to promptly pay tuition and other fees and charges as determined by the School Board (unless other arrangements have been made on a confidential basis).
4. Agree that a full term's notice in writing must be given to the Principal before the removal of a student from the School. Failure to give such notice will involve payment of the fee for the term notice period, irrespective of the date the student leaves the School. Should the student be required to leave the School for any reason, the fee for the notice period will be charged.
5. Understand that if fees are not paid, the debt shall be transferred to a collection agency. I/we further understand that I/we will be responsible for all fees incurred in the collection of the fees payable to the collection agency.
6. Exonerate the School, its staff and agents from any legal responsibility for loss of personal effects, including money, belonging to the student.
7. Will ensure the student wears the full School uniform as prescribed and adheres to School uniform policy.
8. Agree that my child will participate fully in all activities arranged by the School, such as El Elyon Day celebrations, sporting carnivals, excursions and other school activities.

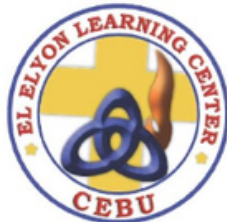
Parent's Signature Over Printed Name



ADMIN@ELELYON.ACADEMY



0956 007 8864



EL ELYON LEARNING CENTER INCORPORATED

012-BL-052 Gold St., Deca Homes Subd. Phase 2, Brgy. Tungkil Minglanilla Cebu

School ID No. 409041

Enrollment Form (Page 1)

Date: _____

School Year: _____

LEARNER/PUPIL'S INFORMATION

Last Name: _____ Gender: _____

First Name: _____ Nationality: _____

Middle Name: _____ Religion: _____

Date of Birth (mm/dd/yy): _____ Place of Birth: _____

Language(s) Spoken at Home: _____

Is the student a previous student of El Elyon Learning Center Inc. Cebu? (if No please write the previous school attended):

Yes No _____

Entry Grade: Nursery K1 K2 G1

PARENT'S INFORMATION

Mother's
Maiden Name: _____
Last Name First Name Middle Name

Occupation: _____ Contact Number: _____

Father's Name: _____
Last Name First Name Middle Name

Occupation: _____ Contact Number: _____

Full Home Address: _____
House Number Street Town/City

Province Postal Code

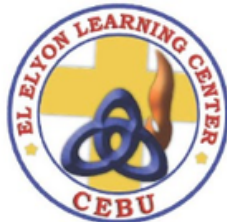
Email Address: _____



ADMIN@ELELYON.ACADEMY



0956 007 8864



EL ELYON LEARNING CENTER INCORPORATED

012-BL-052 Gold St., Deca Homes Subd. Phase 2, Brgy. Tungkil Minglanilla Cebu

School ID No. 409041

Enrollment Form (*Page 2*)

STUDENT INDIVIDUAL NEEDS Answer with N/A if not applicable.

Known learning difficulties: _____

Sensory (Vision/Hearing): _____

Psychological/Cognitive: _____

Behavioral/Safety: _____

Communication: _____

Does your child receive any services from an external agency (e.g. Therapist/Speech Therapist/Psychologist) Yes No

Terms of Enrollment

- 50% of the tuition fee must be paid upon registration.
- Enrollment will only be confirmed once the full payment for books and modules has been made.
- If books and modules remain unpaid two weeks before the start of classes, the enrollment will be considered withdrawn.
- The enrollment period will close two weeks before classes begin.

By signing this form, I acknowledge that I have read, understood, and agreed to the Enrollment Terms and Policies and Declaration.

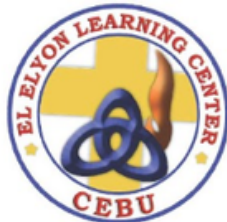
Parent's Signature Over Printed Name



ADMIN@ELELYON.ACADEMY



0956 007 8864



EL ELYON LEARNING CENTER INCORPORATED

012-BL-052 Gold St., Deca Homes Subd. Phase 2, Brgy. Tungkil Minglanilla Cebu

School ID No. 409041

SCHOOL FEE PACKAGE

NURSERY	
Tuition Fee	9,000
Miscellaneous Fee	8,200
Book/Module	3,675
TOTAL FEE	20,875

KINDER 1 & 2	
Tuition Fee	9,500
Miscellaneous Fee	8,400
Book/Module	4,200
TOTAL FEE	22,100

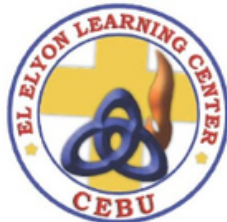
Grade 1	
Tuition Fee	12,500
Miscellaneous Fee	7,125
Book/Module	7,550
TOTAL FEE	27,175



ADMIN@ELELYON.ACADEMY



0956 007 8864



EL ELYON LEARNING CENTER INCORPORATED

012-BL-052 Gold St., Deca Homes Subd. Phase 2, Brgy. Tungkil Minglanilla Cebu

School ID No. 409041

DISCOUNTS

DISCOUNTS		
Cash	₱1, 000. 00	*eligible for enrollee paid in full.
Highest Honor	₱1, 000. 00	*provide any proof issued by previous school.
High Honor	₱600. 00	
Sibling	₱500. 00 / pupil	*siblings must be enrolled concurrently at the school.
Referral	₱500. 00 / successful referral	*eligible only for enrolled student

