



Newton British Academy – Al Dafna

"An International community of learners striving for excellence and celebrating success"

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APPLICATION FORM

All details must be completed

STUDENT DETAILS

| | | | |
|----------------------------|---------------------------------------------------------------|--------------|---------------------------------------|
| First Name | | | Attach Passport Photograph Here |
| Family Name | | | |
| Gender | <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE | | |
| Nationality | | Qatar ID No. | |
| Date of Birth (DD/MM/YYYY) | | Religion | |
| Language spoken | First: | Second: | |
| Previous School Attended | | | Curriculum: |

MEDICAL DETAILS

Please complete adjoined medical form

CONTACT DETAILS

Father's Details

| | | | |
|----------------|--|------------------|--|
| First Name | | Family Name | |
| Company Name | | Occupation/Title | |
| Mobile No. | | Work Tel. No. | |
| Qatar ID. | | | |
| E-mail Address | | | |

Mother's Details

| | | | |
|----------------|--|------------------|--|
| First Name | | Family Name | |
| Company Name | | Occupation/Title | |
| Mobile No. | | Work Tel. No. | |
| Qatar ID. | | | |
| E-mail Address | | | |

Residence

| | | | | | |
|-------------------|--|----------------|--|--------------|--|
| Area of Residence | | Postal Address | | P.O. Box No. | |
| Tel No. | | Fax No. | | | |

DETAILS OF BROTHERS/SISTERS ALREADY IN NEWTON BRITISH ACADEMY

| Full Name of Siblings | Age | Class |
|-----------------------|-----|-------|
| | | |
| | | |
| | | |

INVOICING INFORMATION

| | | | |
|--------------------------------------------------------|----------------------------------------------------------|------------------|--|
| Does your employer pay tuition directly to the school? | <input type="checkbox"/> YES <input type="checkbox"/> NO | Name of employer | |
| Is the tuition paid directly by you? | <input type="checkbox"/> YES <input type="checkbox"/> NO | | |

OFFICE USE ONLY

Accountant's Use

| | | | | | | | |
|-------------------|--|------------|--|------|--|----------------------------------------------------------|-------------|
| Registration Paid | | Receipt No | | Date | | Entrance Test: Date: Time: Class: Test Fees: | |
| Accountant | | Signature | | | | | |
| | | | | | | | Invoice No: |
| | | | | | | | |

Registrar's Use

| | | | | | |
|-------------|--|--------|--|----------------|--|
| Start Date: | | Class: | | Academic Year: | |
|-------------|--|--------|--|----------------|--|

SCHOOL APPLICATION REQUIREMENTS

An application will only be accepted for an entrance exam if the following requirements are met:

1. 4 Photographs
2. Signed Medical Form, Fees Form and Parents Agreement Forms
3. Copy of Birth Certificate and Vaccination Card
4. Copy of school report stamped from Ministry of Foreign Affairs (Origin Country and Qatar)
5. Copy of Qatar ID for both parents and child
6. Copy of passports for both parents and child

SCHOOL APPLICATION PROCEDURES

1. Return the completed application form together with all the requirements to the Admissions Department.
2. You will be notified of an entrance test date for your child. The entrance test fee is QR 204 and is non-refundable.
3. One week after testing, you will be informed telephonically if the school can offer your child a place (only for those who passed the entrance exam). To confirm your acceptance of this offer, you must pay the QR 2,550 non-refundable Registration Fee and QR 5,000 deposit which is deducted from Tuition Fee. Failure to pay the Registration Fee will result in this place being offered to an alternative child.

Note: Please see attached Fee Regulation Form for payment reference.

UNDERTAKING

In the event of my child taking up a place at Newton British Academy, I hereby undertake and agree to the following:

1. My child shall be subject to the applicable rules, regulations, processes and procedures, as laid down by the school in the policy documents (please sign attached regulation forms).
2. I will communicate regularly with the school and keep my personal details up to date.
3. I will pay the required Registration Fee to the school, which is non-refundable. I understand that if I remove my child from the school in order to attend another school, then I am liable for the full Registration Fee if my child re-applies to Newton British Academy at a later date.
4. I will pay all the fees (which will be billed in advance) prior to the commencement of the term to which they apply, and I am aware that there will be no reduction fees if my child is absent for part of the term.
5. We do not encourage students to bring valuable items to school, but those students who choose to bring them must be aware that they are responsible for them. While every effort is made to ensure the provision of a safe school environment for students, students are not to bring an excess of money or valuables to school. The school cannot assume responsibility for lost or stolen items. Students are expected to respect the property of others. All items, including the school uniform, should be clearly marked with the student's name.
6. I absolve Newton British Academy, its employees and its agents from any responsibility for the loss of valuables.
7. I will give the school at least a full term's notice of my intention to withdraw my child. If only a month's notice is given, a half term fee will be payable. If no notice is given, a full term's fees will be payable.

Notes:

- ✓ All fees are payable on a termly basis, in advance. All fees are non-refundable
- ✓ Only electronic payments (card payments and bank transfers) accepted by the school – no cash or cheque payments. Please see attached Fee Regulation Form for payment reference.

In signing below, I confirm that I have read and understood the above undertaking and that I bound by the terms and conditions set within it.

| | | | |
|------------------|--|-------------|--|
| NAME | | | |
| SIGNATURE | | DATE | |