| Application for Admission (YEAR 7 to 13 – SECONDARY EDUCATION) Please type or print clearly in block capitals | | | |
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| Please enclose/attach the following with the application form:  ◻ Recent photo of the student  ◻ Copy of passport  ◻ Reports for 2 previous years (where applicable and translated into English)  ◻ Vaccination Certificate  ◻ Administrative Fee (to be paid when application is submitted)  ◻ Confidential Reference Form will be sent to the previous school | | | |
| Student Information | | | |
| Last Name: | First Name: | | Date of Birth: |
| Sex *(please check the correct box)*: ◻ Male ◻ Female | | | |
| Proposed Date of Entry: | Present Grade/Class : | | Class applying for (please circle):  **Y7** **Y8 Y9 Y10 Y11 Y12 Y13** |
| Nationality: | | | |
| AHV Number *(if applicable, for Swiss residents):* | | | |
| Does your child have allergies? ◻ Yes ◻ No if yes, please specify: | | | |
| Does your child take regular medication? ◻ Yes ◻ No if yes, please specify: | | | |
| Does your child have any health issues? ◻ Yes ◻ No if yes, please specify: | | | |
| Mother Tongue *(first language):* | | | |
| Other languages spoken at home: ◻ Yes ◻ No if yes, please specify: | | | |
| What was the language of instruction at previous school? | | | |
| **STUDENT HISTORY** | | | |
| **Has your child attended school regularly?**  ◻ Yes ◻ No ◻ Not applicable  If no, please explain | | | |
| **Has your child been referred for any educational testing?**  ◻ Yes ◻ No ◻ Not applicable  If yes, please give details and provide reports and /or test results. | | | |
| **Has your child ever had need for psychological counseling**? ◻ Yes ◻ No ◻ Not applicable  If yes, please give details and provide reports. | | | |
| **Has your child been asked to leave a previous school?**  ◻ Yes ◻ No ◻ Not applicable  If yes, please give details**.** | | | |
| **Has your child ever received extra support teaching?**  ◻ Yes ◻ No ◻ Not applicable  If yes, please specify which subjects and when. | | | |
| Family Information | | | |
| **Father** | | | |
| Last Name: | First Name: | | Nationality: |
| Home Phone Number: | Mobile Number: | | Email: |
| Address: | | | |
| **Mother** | | | |
| Last Name: | First Name: | | Nationality: |
| Home Phone Number: | Mobile Number: | | Email: |
| Address: | | | |
| Name of Accident Insurance Company: Policy Number: | | | |
| PREVIOUS SCHOOL INFORMATION | | | |
| Name of school: | | | |
| Address: | | | |
| Phone Number: | | | |
| Email address: | | | |
| Name of Principal: | | | |
| Emergency Contacts | | | |
| Last Name: | | First Name: | |
| Address: | | | |
| Home Phone Number: | Mobile Number: | | Email: |
| Relationship: | | | |
| Employer information | | | |
| **Father** | | | |
| Company Name in CH: | | | |
| Address: | | | |
| Phone Number: | | | |
| Does your employer cover school expenses *(please check the correct box)*: ◻ Yes ◻ No | | | |
| If yes, send invoices to: | | | |
| **Mother** | | | |
| Company Name in CH: | | | |
| Address: | | | |
| Phone Number: | | | |
| Does your employer cover school expenses *(please check the correct box)*: ◻ Yes ◻ No | | | |
| If yes, send invoices to: | | | |

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| **PAYMENT OPTIONS** | |
| **School fees**   * **100.00 CHF one time, non-refundable administration fee, to be paid with the submission of this form** * **1250.00 CHF one time, non-refundable registration fee per child will be invoiced once the application of admission has been approved.** * **500.00 CHF annual renewal fee, to be paid after the first year and every subsequent year** * **2400.00 CHF monthly tuition fee, to be paid in advance per calendar month or agreed payment schedule** | |
| Tuition 2,400.00 CHF per month ◻ Yearly ◻ Termly ◻ Monthly | |
| Invoice ◻ by mail ◻ by email E-mail address: | |
| Payment ◻ bank transfer \*this information will be on your invoice | |
|  | |
| How did you hear about our school? | |
| ◻ via web search ◻ recommendation ◻ relocation agency ◻ other | |
| school policies | |
| I/ We confirm that we have read, understood and agree with the British School Bern **School Fees, Financial Policy** and **Admission** **Policy**. I/ We agree to pay the administrative fee for the processing of this application. | |
| **ADMINISTRATIVE FEE PAYMENT** | |
| Please make a payment of 100.00 CHF to the following bank account.  The British School, Bern  Credit Suisse, 3001 Bern  IBAN: CH94 0483 5029 0036 1100 0  Clearing Number: BIC CRESCHZZ30R | |
| **SIGNATURE** | |
| Signature: | Date: |