

THE ST. GEORGE'S INSTITUTE APPLICATION FORM



INSERT
PASSPORT PHOTO
(2" X 2")

INTENDED ENROLMENT

(Term)	(Form)	Date [mmm dd, yyyy]

PART 1 - Declaration of Student

NAME OF STUDENT			
	(First)	(Middle)	(Last)
DATE OF BIRTH		SEX	
	(Month Date Year)		
CITIZENSHIP OF STUDENT		RELIGIOUS AFFILIATION	
LANGUAGE SPOKEN	Primary	Secondary	
LAST 3 PREVIOUS SCHOOLS ATTENDED BY STUDENT			

If you respond YES to any of the following questions please attach an explanation or clarification on the blank sheet provided.

DISCIPLINE	Has the student ever been dismissed or suspended from a school as a result of disciplinary action?	
DISABILITIES	Does the student have any physical disabilities?	
DISABILITIES	Does the student have any socio-emotional disabilities?	
DISABILITIES	Has the student been tested for learning challenges or difficulties?	
DISABILITIES	Has the student experienced any challenges with learning in the past?	

INTERESTS/ HOBBIES	

EXTRA-CURRICULAR ACTIVITIES	

ALLERGIES	

OTHER COMMENTS RELATIVE TO YOUR CHILD:	

Describe your child in one sentence.	
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PART 2 - Declaration of Parents/Guardians

FATHER'S NAME

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(First)

(Middle)

(Last)

FATHER'S ALIAS

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FATHER'S CONTACT

--	--	--	--

(Work)

(Mobile/WhatsApp)

(Home)

(Email)

FATHER'S ADDRESS

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EMPLOYMENT STATUS

	Job Title (F)	
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Place of Employment

--

Address

--

MOTHER'S NAME

--	--	--

(First)

(Middle)

(Last)

MOTHER'S ALIAS

--

MOTHER'S CONTACT

--	--	--	--

(Work)

(Mobile/WhatsApp)

(Home)

(Email)

MOTHER'S ADDRESS

--

EMPLOYMENT STATUS

	Job Title (F)	
--	---------------	--

Place of Employment

--

Address

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PLEASE PROVIDE THE FOLLOWING:

. Documentary evidence of student's immigration status in Grenada	COMPLETED FORMS TO:	
. 2 Passport-size colour photographs of the student		
. Certified copy of Birth Certificate or Passport	TELEPHONE	1-473-423-6477
. Copy of Immunization Records	E-MAIL	info@stgeorgesinstitute.org
. Copy of Previous School Report Books or Transcripts	WEBSITE	www.stgeorgesinstitute.org
. Letter of Transfer from School Principal where applicable	MAIL BOX	PO Box 163, St. George's

I/We _____

hereby make formal application for the admission of

to The St. George's Institute.

I have been informed of the ALL the terms and conditions associated with enrolment including fees.

Currently the school's fees fall into four categories: Registration Fee, Enrolment Fee, Tuition Fees, Miscellaneous Enrolment and Tuition Fees fall into three categories: Local, Regional and International and may vary according to Form.

A Local Student is defined as one who has Grenadian Citizenship as prescribed by the Laws of Grenada.

All fees are due and payable at the commencement of Term and must be paid by the end of the first month of the Term.

If the payment has not been made within four weeks, the Board of Directors will determine the course of action to be taken concerning the student(s) and this may result in the suspension of educational services to the student(s) from the school.

All fees must be settled to access Report Books, examination results, transcripts or other documentation.

Upon enrolment and entry to The St. George's Institute, students shall submit up-to-date immunization records.

The **Registration Fee** is charged to all students and **payable only once**. This fee is an administrative fee and is non-refundable. Payment of the Registration Fee secures an interview to assess admission of each student.

The **Enrolment Fee** is a **one-time** fee and will be charged to all students who enrol in the school.

If a Payment Plan is required, one can be arranged to allow for the payments to be split into three payments:

1/3 of the payable amount must be paid on entry and the remaining 2/3 within the first year of enrolment.

International and Regional families must pay one-half of the Enrolment Fee upon entry

and the balance by the end of the first term.

Miscellaneous Fees include PTA Dues, Lab Fees, Examination Fees and other payable fees which will become due from **time to time** on a varied schedule.

New students who enrol into the school during the first half of the term will pay 100% of the Tuition Fees.

Students who enrol in the school during the last half of the term will pay 65% of the Term Fees.

Full Enrolment Fees will be payable by all students despite the date of entry.

The St. George's Institute offers discount packages for families with more than one child may enrolled.

These packages, subject to change from time to time by directives from the Board of Directors,

Only the Enrolment Fees are subject to discounts. Tuition Fees and Miscellaneous Fees are not discounted.

I understand that in the event my child is withdrawn prior to the end of the school term, a full Term's notice must be given to be eligible for any refunds. I undertake to give a full Term's notice of my intention to remove my child/ward from the school.

I understand that I am liable to pay the full Term's fees if I withdraw my child/children from the school without giving due notice of a my intention. I understand that ALL academic records will be withheld if any fees are not paid in full.

An allowance of 1 week is required for the preparation and release of Academic Records.

I understand that if for any reason my child/ward is absent from school for the whole term but at my request a place is held for the student, school fees must be paid for the period requested.

Notice of withdrawal of a student must be put in writing and addressed to the Principal.

All payments are to be paid by cheque, cash or bank draft in locally accepted currency.

Signature: _____

Date: _____