

Admission Form



**RUSSELL
INTERNATIONAL
COLLEGE**

Please complete this clearly in BLOCK CAPITALS

1. STUDENT DETAILS

Surname first, name and other name(s) of student (as registered in birth certificate).

Surname _____ First Name _____ Other Name _____
Date of birth DD/MM/YYYY _____ Place of birth _____ Nationality _____

Home Address _____

Gender ☐ M ☐ F

Home Language _____ First language _____ Religion _____

Ethnicity _____ I am applying for Year _____

Schools Attended

1. Name _____	Year _____	City/Country _____	Class _____
2. Name _____	Year _____	City/Country _____	Class _____
3. Name _____	Year _____	City/Country _____	Class _____

2. PARENT/GUARDIAN DETAILS

Name _____ Nationality _____

Relationship to student _____ Tel _____

Home Address _____

Occupation _____ Email _____

Company Name & Address _____

3. PARENT/GUARDIAN DETAILS

Name _____ Nationality _____

Relationship to student _____ Tel _____

Home Address _____

Occupation _____ Email _____

Company Name & Address _____

Child lives with ☐ Both parents ☐ Mother ☐ Father ☐ Guardian

4. GUARDIAN DETAILS

Name _____ Nationality _____

Relationship to student _____ Tel _____

Home Address _____

Occupation _____ Email _____

Company Name & Address _____

5. ADDITIONAL DETAILS

Link to the school. ☐ Old students ☐ Current students ☐ Staff ☐ Family member ☐ Social connection

☐ Other (kindly specify) _____

How did you hear about us? ☐ Television ☐ Radio ☐ Exhibition ☐ Social Media ☐ Print

NAME OF PARENT

☐ Other (kindly specify) _____

☐ Friend/Family _____

Please indicate Russell parent

What are the reason(s) you have chosen Russell College? _____

Other schools being considered? _____

Sometimes we take photos and videos of the children when they are involved in various activities in our school. These pictures and video recording could be used by the school for display, to promote the work of Russell in media, on the website and authorized third party platforms. If you do not wish to have your child's image used, please write to the **Head of School**.

Parents instruction for medical care in case of emergency _____

Additional information can be attached to this form on a separate paper. Please inform us of any special interest of your child and if he/she has any known medical condition, health issues or allergies which you will like us to be aware of.

- The school reserves the right to determine the appropriate year group placement for each applicant.
- The school reserves the right of expulsion for grave acts of misconducts
- I understand that either one full term's notice in writing or payment of full term fees in lieu is required in the event of withdrawing the pupils for any reason.
- The registration fee is a one-time payment and is not refundable or transferable.
- All fees are non-refundable and non-transferable.

NOTE

- Please attach a photocopy of your child's birth certificate and a character testimonial from your child's current school, the last academic report and 2 passport photographs.
- Pupils will only be considered as candidates for admission and entry into Russell College when the admission form has been completed and returned with all relevant documents. By signing this form, you give Russell College permission to contact your child's current school for relevant information.
- Admission is subject to availability of space and pupil satisfying the admission requirement.

Russell Int'l College shall ensure that our school environment is conducive for the welfare and education of children in our care. Every action and decision taken by the school will be made in consideration of what is the child's best interest and relevant to local and international policies. The school adopts a zero tolerance policy for any act of child abuse, violence, discrimination and bullying.

Before signing the enrolment form, please read the clauses that are highlighted on the declaration carefully.

To the best of my knowledge, the details on this form are correct.

I Mr/Mrs _____ parent/guardian of _____

understand that the age group of my child should be within what is stipulated by the school policy and that application fee is non-refundable.

Signature _____ Date _____ Tel _____

6. OFFICIAL USE

Test result _____ Comment _____

Recommendation _____