



## Student Enrollment Form

<b><u>Child Details</u></b>	
<b>First Name</b>	
<b>Last Name</b>	
<b>Date of Birth</b>	
<b>Nationality</b>	
<b>Gender (Please stipulate Male or Female)</b>	
<b>Current school enrolled at</b>	
<b>Grade applying for at Lüderitz Blue School</b>	
<b>Desired start date at Lüderitz Blue School</b>	
<b>Place in the boarding house required (please stipulate Yes or No)</b>	
<b>Were you referred by a current parent or teacher? If yes, please write their full name.</b>	
<b><u>Parent Details</u></b>	
<b>Full Name (Mother)</b>	
<b>Job Title</b>	
<b>Nationality</b>	
<b>E-Mail Address</b>	
<b>Contact Number</b>	
<b>Residential Address</b>	
<b>Postal Address</b>	
<b>Do you wish to be included in official school communications (please circle)    Yes / No</b>	

Full Name (Father)	
Job Title	
Nationality	
E-Mail Address	
Contact Number	
Residential Address	
Postal Address	
Do you wish to be included in official school communications (please circle)    Yes / No	

***NB. If the child's legal guardian is not their mother or father, please also indicate this above.***

**Does your child have any medical conditions (including allergies) the school should be aware of?  
Please include relevant details.**

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**Are there any family circumstances (eg. divorces, bereavements) the school should be aware of?**

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**Describe your child's personality.**

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**Please provide a short summary of your child's interests/hobbies.**

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**Please provide details of an additional contact (eg. family member, friend) in case of emergency.**

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**Date of form completion: \_\_\_\_\_**

### NEXT STEPS

Return this completed document to the school office via email ([info@luderitzblueschool.com](mailto:info@luderitzblueschool.com)) or hand delivery. Please also include:

- Proof of transfer of the **Application Fee of N\$390** (bank details are below). Please include the **child's full name as the reference for the payment.**
- A certified copy of your child's birth certificate.
- A certified copy of your child's most recent report card.
- **Scholarship applications only:** *Should include a motivational letter from parents/guardians explaining your reasons for applying for a place for your child at Lüderitz Blue School and needs to accompany this application form, along with the required supporting documents. We will endeavour to respond to successful candidates within 7 working days inviting them for a Trial Day(s).*

### PLEASE NOTE

- Monthly fees are paid in advance or by the 7th of each month. If payment is made after the 15th, a penalty of N\$ 500 will be applied to any overdue school fee account.
- Written notice of a period of two (2) calendar months is required should the parent/guardian wish to withdraw a learner from the school. Should no notice be received accordingly, two month's fee will be due in lieu of notice.
- I, the undersigned, accept that all reasonable precautions will be taken to ensure the safety and welfare of my child. Should however, any damage or injury be suffered or sustained by my child, I shall be liable for the payment of all medical and/or hospital and/or ambulance accounts in connection therewith. I hereby expressly waive and claim and/or indemnify Lüderitz Blue School against any claims whatsoever in respect of any such damage and/ or injury.
- **LEGAL FEES:** In the event where Lüderitz Blue School takes legal action against the Account Holder, he/she will be liable for all legal fees on an attorney client scale, collection cost and commission, interest and tracing fees. **All outstanding invoices after 60 days will be handed over to debt collectors.**
- The parents/guardians undertake to comply with the requirements set out in our Fee Structure Policy.

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### ACCOUNT DETAILS

Account Name: Lüderitz Blue School  
Bank Name: First National Bank of Namibia  
Account Number: 64277187843  
Branch Code: 280371  
Swift/ BIC Code FIRNNANX  
Branch Name: Lüderitz

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### FOR OFFICE USE ONLY

- Application successful: Reason: \_\_\_\_\_
- Application unsuccessful Reason: \_\_\_\_\_