



## Application for Enrolment

(Please complete one application per student)

### Applicant Details

Family Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Given Names \_\_\_\_\_

Previous School \_\_\_\_\_ Male / Female \_\_\_\_\_

Applicant Email \_\_\_\_\_ Present Year Level \_\_\_\_\_

Ethnic Group \_\_\_\_\_ Proposed Start Year \_\_\_\_\_

Church Affiliation \_\_\_\_\_ Proposed Start Level \_\_\_\_\_

### **CHECKLIST – Please ensure the following are attached to your application:**

1. Birth Certificate (if born in NZ)
2. Copy of previous school report (if applicable)
3. Answers to questions 1 to 5 below
4. Copy of Passport / Residence Status
5. Immunisation Certificate (if applicable)

**Please support this application with your written Personal Responses to the following questions;**

1. Why do you want to enrol your child at ECA?
2. What is your understanding of Christian Education?
3. How will you as parents or guardians of the applicant support the policies and activities of the school?
4. Where did you hear about our school?
5. If no place is immediately available for the applicant are you prepared to be placed on a waiting list?

Father's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Occupation \_\_\_\_\_ Day Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Postal Address \_\_\_\_\_ Post Code \_\_\_\_\_

Mother's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Occupation \_\_\_\_\_ Day Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Postal Address \_\_\_\_\_ Post Code \_\_\_\_\_

**Family Information**

Please record any siblings likely to be attending ECA in the future;

Given Names	Date of Birth	Male / Female	Present Year Level

**Applicant's Medical Details**

Applicant's Doctor \_\_\_\_\_ Dr's Phone \_\_\_\_\_

Dr's Street Address \_\_\_\_\_ Dr's Fax \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_

Contact's Street \_\_\_\_\_ Mobile Ph \_\_\_\_\_

Address \_\_\_\_\_

Please record any special health problems that apply to the applicant;

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Please record any special learning needs that apply to the applicant;

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### Account Information

Please record below the person who will be responsible for payment of all fees and sundry charges associated with the applicant;

Family Name \_\_\_\_\_ Day Phone \_\_\_\_\_

Full Given Names \_\_\_\_\_

Billing Address \_\_\_\_\_ Evening Phone \_\_\_\_\_

\_\_\_\_\_ Mobile Phone \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Email Address \_\_\_\_\_

### Declaration of commitment

I/We hereby make application for the aforementioned child in our care, the 'Applicant', to be enrolled at Eden Christian Academy. In making this application, we agree to;

- Support the objectives of Eden Christian Academy as described in the Prospectus and accept all conditions contained therein.
- Help the applicant to abide by the school rules and support the Policies of Eden Christian Academy, including ensuring that the applicant completes all homework assigned each night.
- Give the greater of 10 calendar weeks or one school terms advance notice in writing of our intention to withdraw the applicant from Eden Christian Academy. We understand that failure to give this notice will incur a result in a Term Notice Fee being payable within 7 days of the applicants withdrawal from school.
- Be interviewed, together with the applicant, by the Principal and to have the applicant tested to determine his / her level of attainment.
- Pay overdue interest on all outstanding account balances, calculated using the current daily overdraft rate of BNZ Bank against the outstanding account balance of our account.
- Payment of collection and other costs associated with recovery of any monies owing under this agreement.

- Additional costs will be incurred for subjects such as technology, school trips / camps, and external examination fees (as set by the University of Cambridge). The fees for these will be invoiced as soon as the amount is known at the time of the event.

Parent / Caregiver Names: \_\_\_\_\_

Parent/Caregiver Signatures: \_\_\_\_\_

Date: \_\_\_\_\_

**Note**

1. If an interview is required, the school office will contact you to arrange a suitable time. Your son/daughter should accompany you to the interview.
2. Pursuant to the Privacy Act 1993 the following is brought to you attention:
  - a) This application form collects personal information about you and your child.
  - b) Following enrolment fee being paid by the parents/guardians, records held by previous schools will be requested.
  - c) The information is collected in relation to the education services Eden Christian Academy provides.
  - d) This information may be passed to government agencies in statistical form as required by the Education Act 1993, and other statutory requirements.
  - e) You have rights of access to and correction of the information subject to the provision of the Privacy Act 1993.