



APPLICATION FORM

Student Information:

Male Female First Name (As shown on Passport): _____

Middle Name (As shown on Passport): _____ Last Name (As shown on Passport): _____

Preferred Name: _____ Date of Birth: _____ Passport Number: _____

Nationality: _____ When would you like to join? (Month, Year) _____

Curriculum at your current school? _____ Current Year Level/Grade: _____

Name(s), age(s), and school(s) of Siblings, if applicable: _____

Awards/Skills: _____

Thai Applicants (Required for Thai citizens):

Full Name in Thai: _____ Thai ID Number: _____

Primary Caregiver Information:

Title: _____ First Name: _____ Last Name: _____

Relationship: Father Mother Guardian Other _____

Mobile Number: _____ Home Telephone Number: _____

Work Phone Number: _____ E-mail: _____

Company Name: _____ Occupation: _____

Primary Caregiver Information:

Title: _____ First Name: _____ Last Name: _____

Relationship: Father Mother Guardian Other _____

Mobile Number: _____ Home Telephone Number: _____

Work Phone Number: _____ E-mail: _____

Company Name: _____ Occupation: _____

Child's Primary Home Address in Thailand*:

(Number and Street) _____

(Sub-district) _____ (District) _____ (City) _____ (Postcode) _____

The child is living with: Both parents Father Mother Guardian Other: _____



Previous Schools Attended (if any)

*If applicable, please list the last 3 years of school history.

Name of School	Curriculum Offered	Country	Year Group	Start Date	Last Date Attended

Please provide an email for the safeguarding lead at your most recent school. In case you are unsure or your school does not have a safeguarding lead, please provide an administrator's email address instead: _____

Child's First Language: _____ Other Languages Spoken: _____

Does your company support school fees? Yes No Partial _____%

Emergency Contact: (Miss/Mr/Mrs/Ms) _____ Relationship _____

Mobile: _____ E-mail: _____

Required Academic Reference Details:

Please provide a contact from the most recent/present school for reference purposes. This should be a teacher who is familiar with your child or other position such as Head of School, Principal, etc.:

Name of Contact _____ Position _____

E-mail (required) _____ Phone (optional) _____

*In case this section is left blank, the results of your application may be delayed, and in some cases, the school would be unable to provide an admissions decision.

*By completing this information, you are providing consent for Bangkok Prep to contact this person for a confidential academic reference.

Additional Information:

Has your child ever skipped a year level/grade? Yes No

Has your child ever repeated a year level/grade? Yes No

Is your child studying in an English as an Additional Language (EAL) or English as a Second Language (ESL) class at their current school? Yes _____ No _____

Please estimate your child's English Language Ability:

Fluent _____ Advanced _____ Intermediate _____ Beginner _____

Does your child have any additional Special Educational Needs or Disability (SEND) that you are aware of (for example, dyslexia, ADHD, ASD, etc.)? Yes _____ No _____

If yes, please specify _____

Has your child ever been seen by an Educational Psychologist, Occupational Therapist, Speech and Language Therapist or similar? Yes _____ No _____

If "Yes", please forward a copy of their latest report with your application.

Has your child ever displayed any social, emotional, or behaviour issues? Yes _____ No _____

If "Yes" please give details _____

Has your child ever been granted access arrangements (such as extra time) for public examinations?

Yes _____ No _____

If yes, please include specific information about these arrangements _____



Agreement

I clearly understand and fully accept the following rules, regulations and conditions for the admission of my child into the school:

1. By enrolling my child at Bangkok Prep, I agree to follow the school's Safeguarding Policy and to work with the school to ensure that all students, teachers and parents are treated fairly and with respect.
2. Parents are expected, at time of application, to declare in writing, if their child has additional learning needs. In the event that a student is admitted and later found to be requiring any of the learning supports, e.g. Special Educational Needs (SEN), English as An Additional Language (EAL), applicable school fees will be applied.
3. Should any information provided by the parents to the school prove to be inaccurate, the school reserves the right to reconsider the application. By completing the contact information of your academic reference designate, you are providing consent for Bangkok Prep to contact this person for a confidential academic reference.
4. I agree that my child can take part in all lessons (including Swimming and Physical Education), attend residential and other educational activities organised by Bangkok Prep.
5. Bangkok Prep has secured an insurance policy to provide coverage for the child in the event of any injuries or damage to personal property that may arise directly or indirectly from the child's participation in activities organized by Bangkok Prep. Details of the insurance policy, including its terms and conditions, are available upon request. In light of this, neither Bangkok Prep nor any of its staff members will assume responsibility or be held liable for any injuries sustained by the child or for any damage to the child's personal property arising out of or in any way connected with participation in activities organized by Bangkok Prep. This release of liability is not applicable if the injury or damage is directly attributable to wilful misconduct or gross negligence on the part of Bangkok Prep or its staff members.
6. Payment of school fees and other charges will be made according to a payment schedule and due date set by the school; otherwise, a late payment fee of 1.25% per month of the balance will be charged.
7. A completed withdrawal form must be submitted to the Admissions Office by hand or email (admissions.spvr@bkkprep.ac.th). The date of submission will then be regarded as the "**Notification Date**", which must be at least 45 days (or more subject to school's announcement) before the **Leaving Date** (i.e. the last day of class attendance) and **last day of the student's enrolled term**. There must be no outstanding tuition fee balance, no damage occurred to any textbooks and all school property must have been returned.
The Security Deposit can be refunded only after your child has attended the school. If you have made a payment and secured your child's place, but decide to withdraw your child before the first day of school, you are not entitled to the refund.
8. Specific conditions and fees are applicable for students who withdraw and then re-enroll for a further period.
9. Once enrolled at Bangkok Prep, all Secondary students who are sitting external examinations (including iGCSE, AS and A2) must take them on school campus grounds at a time determined by the Head of Secondary. The use of alternative external examination centres for the early sitting of such examinations is strictly prohibited unless prior written consent is obtained from the Head of Secondary.
10. Any students enrolling for Years 10 and 11, who have completed iGCSEs prior to admission will not be exempt from completing our mandatory iGCSE subjects once they enter the School.
11. Should there be any dispute, the school's decision will favor the wellbeing of the students and staff.
12. The final decision on a child's admission to the school rests with the consensus of the Head of School and the School Director.

The information provided in this application will be used for admissions purposes only.

By signing below, I certify that the information provided in my application is accurate and complete to the best of my knowledge. I hereby give permission for Bangkok Prep to continue with the admissions process.

Mother's/Father's/Guardian's Signature: _____ **Dated:** _____



Supporting Document Checklist:

Please use the following checklist to ensure you have submitted all the required documents along with your application.

School reports from the last 2 years in English	<input type="checkbox"/>
Interim school report for the current academic year (if applicable) in English	<input type="checkbox"/>
Non-Thai applicants: <ul style="list-style-type: none">• Photocopy of student's passport photo page• Photocopy of both parents' passport photo page	<input type="checkbox"/> <input type="checkbox"/>
Thai applicants: <ul style="list-style-type: none">• Photocopy of student's birth certificate / ID• Photocopy of student's house registration• Photocopy of both parent's ID card	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>