



APPLICATION FORM

(Please complete this form in CAPITAL LETTERS)

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: _____

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: _____

Thai Caregivers (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: _____

Thai Caregivers (Required for Thai citizens):

Full Name in Thai : _____ Thai ID Number: _____

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)

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

Does your child have any siblings not applying to Bangkok Prep at this time? If so, please let us know their name(s) and date of birth: _____

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.*

Additional Information:

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

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

Has your child ever received academic Learning Support in: (excluding private tutoring)

Writing Yes No Reading Yes No

Mathematics Yes No Other Yes No

If yes, please give further details and provide relevant reports.

Has your child ever been recommended for, or evaluated, in or out of school for behaviour support?

Yes No If yes, please include specific information in relation to such evaluations and provide any relevant reports. _____

Does your child have any special physical, emotional, psychological, or language development needs?

Yes No If yes, please include details and provide reports. _____

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 exclude the student and cease the enrolment without refund.
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. In the event of an injury to my child, or any damage to my child's property, whilst taking part in the above mentioned school organised activities, I will not hold Bangkok Prep or any member of staff responsible.
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. In case of withdrawal, the applicable amount of security deposit will be refunded if a completed Withdrawal Form is submitted to the Admissions Office (admissions@bkkprep.ac.th) 45 days (notification date) prior to the last day of the enrolled term *and* 45 days before the last day of class attendance (leaving date). There must be no outstanding tuition fee balance, no damage occurred to any textbooks and all school property must have been returned.
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 is considered final.
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.

One digital passport-style photo of the applicant	<input type="checkbox"/>
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"/>