

Application for Admission



**TIMEBELL ACADEMY,
ENUGU**
Timely choice for achievers

Please complete this form clearly in **BLOCK CAPITALS**

I am applying for admission into (please tick one) ☐ Daycare ☐ Nursery
☐ Primary ☐ Secondary

1. PUPIL/ STUDENT'S DETAILS

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

Surname First name Other name(s)

Date of birth _____ Place of birth _____ Nationality _____
DD / MM / YYYY

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 _____

5. ADDITIONAL DETAILS

Links to the school ☐ Old students ☐ Current students ☐ Staff ☐ Family member ☐ Social connections

☐ Other (kindly specify) _____

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

☐ Other (kindly specify) _____ ☐ Friend/Family _____
(Pls indicate if Timebell Academy's parent)

What are the reason(s) you have chosen Timebell Academy? _____

Other schools being considered? _____

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

Parent's instruction for medical care in case of an emergency _____

Additional information can be attached to this application form on a separate sheet of 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 would 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 misconduct.
- I understand that either one full term's notice in writing or payment of one full term's fees in lieu is required in the event of withdrawing the pupil for any reason.

- The registration fee is a one-time payment per school section (Pre-school, Elementary, Secondary & Sixth Form) and is non refundable or transferable.
- All fees are non refundable & non transferable.

NOTE

- Please attach a photocopy of the applicant'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 Timebell Academy when the Admission Form has been completed and returned with all relevant documents. By signing this form, you give Timebell Academy permission to contact your child's current school for relevant information
- Admission is subject to availability of space and the pupil satisfying the admission requirements.

Timebell Academy 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 in 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 that stipulated by the school policy and that the application fee is non-refundable.

Signature _____ Date _____ Tel: _____

6. OFFICIAL USE

Text result _____ Comments _____

Recommendation _____