

APPLICATION FOR ENROLMENT SCHOOL YEAR 2008/2009 PRIMARY AND PRE-PRIMARY SCHOOL

Please fill out this form carefully, since only complete applications can be considered.

The undersigned _____ mother/father/guardian of the child
herewith requests the European School Frankfurt (ESF) to enrol:

I. Information concerning the pupil

Surname _____
First name(s) _____
Date of Birth _____
Place of Birth _____
Country of Birth _____

Sex female male

Nationality 1 _____ Nationality 2 _____

Language spoken at home
father: _____ mother: _____

Please attach
a photograph
of the pupil

1) Address of the pupil

The child lives with the parents mother father guardian (as indicated above)

Street _____ No. _____
Postal Code/City _____ / _____ Country _____
Telephone _____ / _____ Mobile _____ / _____
E-mail _____ Fax _____ / _____

2) Level and grade requested:

Pre-Primary (from 4 years on) *Children who reach the age of 5 by 31/12/2005 will be given priority with regard to admission.*
 Primary Grade 1 2 3 4 5

3) Language Section requested: English German French Italian

The Language Section corresponds to the Language I, which is taught starting with the admission to the Pre-Primary and/or the first year of the Primary School and usually corresponds to the mother tongue of the child.

4) Language II (1st foreign language):

Language II is taught starting with the first school year of the Primary. Starting with the third year of the Secondary, Language II will become the language of instruction for the subjects History and Geographie as well as in the fourth year for the subject Economy.

English German French

Present level of knowledge of the Language II chosen:

mother tongue fluent intermediate beginner

5) Does your child suffer from a handicap, which requires specialised help? yes no

If yes, please specify: _____

Other remarks: _____

II. Information concerning the parents

	Mother	Father	Guardian
Surname			
First name(s)			
Nationality			
Street, No.			
Postal Code/City			
Country			
Address to which bills should be sent. Please cross if different.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone, private			
Mobile phone, private			
Fax, private			
E-mail, private			
Profession			
Employer			
Telephone at work			
Fax at work.			
E-mail at work			
Relationship to pupil <i>(Only if the child does not live with his/her parents)</i>			

Please inform the school immediately of changes regarding the above data and personal circumstances (eg legal custody) or changes of employer (for Cat I and Cat II).

III. Information for admission

1) For all pupils of the Pre-Primary Section:

- The child already attended a pre-primary yes no
 The child already attended a 'crèche' (day care nursery) yes no

2) For all pupils of the Primary Section:

a) Schools attended during the past years (if applicable)

School year	Name of School	Type of School	Country	Grade	Language of Instruction
2007/2008					
2006/2007					
2005/2006					
2004/2005					

b) Knowledge of languages

(++ = mother tongue / o = fluent / -- = no knowledge)

Language	Number of years of practice (if applicable)	Level of knowledge (++ / + / o / - / --)

c) Religious instruction or ethics:

If the number of the pupils is below 5, the classes may be grouped horizontally or vertically.

- Catholic Islamic Orthodox
 Protestant Jewish not-confessionell ethics

3) Siblings, already attending the European School Frankfurt yes no

If yes, please write here name/s and class/es:

4) Are you making a new application for the school year 2008/2009 for another child? yes no

If yes, please indicate the name/s and class/grade requested

V. Documents to be enclosed with this application

1. A passport-size photo of the child.
2. A copy of the birth certificate of your child.
3. A copy of the school report, issued by the school last attended by the child, indicating results achieved in the school year 2006/2007 and if applicable, whether he/she has qualified for promotion to the next class.*
4. If parents are divorced or separated, please enclose a document proving who has legal custody of the child.
5. If the child does not live with his/her parents, please enclose a document proving that the guardian of the child has custody.
6. A copy of the vaccination certificate.
7. For pupils joining P1, a medical certificate confirming that the child is ready to attend school.
8. The "Student Health Record" must be completed and returned with all applications (see annex).

* After admission please supply the school with the last school report from the previous school giving information about promotion.

Please only attach copies, no original documents.

VI. School Charges and Fees

1. The signatories of this agreement have read and understood the following legally binding conditions that apply to the European Schools and the legal guardians. With their signature the legal guardian(s) declare(s) their full compliance with the conditions listed. School fees are fixed annually by the Board of Governors of the European Schools (BGES) and may change from year to year.
2. Parents working for institutions listed below, are exonerated from paying school fees, however, they are required to pay other charges.
 - a) Employees of the European Central Bank
 - b) Employees of institutions of the European Commission

* In addition to the school fee, a lump sum will be invoiced for photocopies, insurance and other costs. These additional fees are annually set and monitored by the Administration Board.

3. Parents who do not belong to the institutions listed above or whose employers have not signed a financial agreement with the BGES, are required to pay the following annual fee for the school year 2008/2009:
Kindergarten: 2.546,86** Euro - Primary school 3.501,99** Euro - Secondary school 4.775,44** Euro

****The amounts listed above are only an indication of the fees to be charged. The final actual cost will be fixed by the BGES and made public by April 2008 at the latest.**

4. In accordance with Article 30, paragraph 2 of the General Rules of the European Schools, the annual school fees must be paid within the deadline fixed. It is not possible to legally challenge the decision of the Board of Governors of the European Schools with regards to school fees.
5. In accordance with article 6, paragraph 1 of the General Rules of the European Schools, the school has the legal right to pursue the payment of outstanding fees and other costs, through the courts.

6. Once the admission procedure is complete the signing parties are bound by the conditions listed there-in and consequently bound to the payment of school fees and other compulsory costs within the deadlines set by the school. Parents or guardians of children of category 3 are required by the school to make an advance payment of 25% of the school fees before the start of the school year. The remaining amount will be charged after the start of the school year.

In accordance with the General Rules of the European Schools, in cases in which the necessary fees and/or compulsory costs (including the advanced payment of 25% of the school fees when requested) are not paid children will not be allowed to attend classes.

VII. Notice of Departure

The notice of departure must be facilitated in writing at least 2 weeks prior of leaving the school.

VIII. Declaration

The undersigned declares that he/she was informed that the request for enrolment can only be considered as accepted if the Headmaster of the European School Frankfurt has sent out a written confirmation of admission.

According to article 52 of the General Rules of the European Schools, enrolment shall not be considered definite until all the requested documents are enclosed to the pupil's personal file.

The undersigned declares that he/she has read the General Rules of the European Schools (see www.eurisc.org) and undertakes to respect them by signing this request for application.

The undersigned declares that all information given in this document is true and that he/she will notify the European School Frankfurt of any changes, which may occur with regard to this information. In particular information concerning changes in personal circumstances, such as legal custody of a child, or a change of employer (of relevance to parents of Category 1 and Category 2) will be passed on to the school immediately.

With their signature the legal guardian(s) declare(s) their full compliance with the conditions listed in the application form.

Frankfurt Main is the responsible court of instance in case of legal proceedings for the payment of school fees and other costs.

Date

Signature(s) of all the legal guardian(s)

(The application for enrolment can only be accepted if signed and completed correctly.)

Student Health Record

Family name	First name	Nationality
Date of birth:	Sex	Class
Name (mother)	Name (father)	
Address		
Phone number		
Business Phone mother		Mobile
Business Phone father		Mobile
Emergency contact (when parents not available)		Phone number
Name of pediatrician or family doctor		

Personal Details:

Glasses/contact lenses: **No** **Yes** _____

Is your child under medical care: **No** **Yes** _____

Does she/he routinely take medicine **No** **Yes** _____

Please circle below if your child has had any of the following:

Asthma, Convulsion/Epilepsy, Heart Problems, Allergies (Food, Medication) Congenital Abnormalities, , Ear Infections, Fainting, Frequent Headaches, Hearing Difficulties, , High/Low Pressure, Kidney/Urinary Infections, Menstrual Problems, Orthopedic Problems, Rheumatic Fever, Skin Problem _____

Please comment on any circled items or any other conditions: _____

Please circle below if your child has had any of the following:

Whooping cough, Measles, Rubella, Mumps, Chicken pox, Scarlet fever, _____

Vaccination:

Please provide a copy of the current Vaccination Certificate

Medical Permission

I hereby give permission for my child to be given temporary medication by the school nurse, including Paracetamol, Aspirin is not used in the nurse's office.

Yes No

Accident Treatment Permission

I understand all efforts will be made to contact parents first and emergency contact second and if unavailable I hereby give permission for emergency measures to be initiated in case of accident or sudden illness.

I certify that all information given is correct and complete.

Date	Signature
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