

**HOPEFIELD PREPARATORY SCHOOL**  
6 Hillcrest Avenue, Kingston 6  
(876) 927-8216 \* hopefieldprep@gmail.com

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**New Student Application**

**STUDENT INFORMATION**

Name of child .....  
(First/Christian Name, Middle Name, and Surname)

Date of Birth ..... Religious Denomination .....  
(day/month/year)

Address .....

Jamaican National ☐ No ☐ Yes

**PARENT/GUARDIAN INFORMATION**

Mother's Name .....

Email Address ..... Occupation .....

Telephone Number/s: Home ..... Cell ..... Business .....

Business Name & Address .....

Father's Name .....

Email Address ..... Occupation .....

Telephone Number/s: Home ..... Cell ..... Business .....

Business Name & Address .....

Any Known Diagnosis of Allergies/Medical Conditions/Special Needs ☐ No ☐ Yes

If 'Yes' please specify .....

**EMERGENCY CONTACT INFORMATION (contact information for someone other than parent)**

Name ..... Relationship to Student .....

Telephone Number/s: Home ..... Cell ..... Business .....

Parent/Guardian Signature/s ..... Date .....

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**OFFICE USE ONLY**

**Documents Received**

- |   |   |
|---|---|
| <input type="checkbox"/> Immunization Certificate | <input type="checkbox"/> NSRS Number (if available)     |
| <input type="checkbox"/> Passport Sized Picture   | <input type="checkbox"/> Signed School Rules Compliance |
| <input type="checkbox"/> Birth Certificate        | Date Received .....                                     |

Term of Entry ..... Term Left .....

Fees are payable in advance. One term's notice in writing for the removal of a child from school. A pupil whose fees are in arrears may be excluded from school until the account is settled. A child who is absent for a term or part thereof is required to pay full tuition.

## **Documents for New Students**

### **All New/Applying Students Kindergarten One – Grade Six**

- Immunization Certificate
- Passport Sized Picture of Child
- Birth Certificate

### **Students Transferring from Previously Attended Schools (Grades One -Six)**

- Last Two Report Cards
- National Assessment Results (Jamaica)
  - Grade 1 Readiness
  - Grade 3 Diagnostic
  - Grade 4 PEP
  - Grade 5 PEP
- NSRS Number (Jamaica)
- School Transcript
- Letter of Recommendation from Principal (include financial standing and National examinations taken)

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