

Application number:	
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# Short Term Courses Application Form 短期课程申请表格

(Please fill up in English 请用英文填写)

Student's Particulars 学生资料				
Student's name (in <u>BLOCK</u> letters) 学生姓名(请用	大字母填写)			
		Please affix a recent		
Chinese name (if applicable) 中文姓名(如适用)	Race 种族	passport size photograph.		
		Photograph must be in full		
Nationality 国籍	Date of Birth (dd/mm/yyyy)	colour with white background.		
	出生日期(日/月/年)	请附上一张认证人证实过		
Place of Birth 出生国家	Passport Number 护照号码	的面冠、彩色、护照相大小的照片		
Passport Issue Date (dd/mm/yyyy)	Passport Expiry Date (dd/mm/yyyy)	Gender 性别		
护照签发日期(日/月/年)	护照有效期(日/月/年)	Male / Female		
Student Resident Status 学生居留身份 □ Student Pass Holder 学生证 □ Dependent Pass 家属准证 □ Permanent Resident (PR) 永久居民 □ Others 其它				
FIN No (if any) 居留证件号码(如有):				
Student Local Contact No /WeChat ID 学生本地联络	-号码/微信:			
Student Email Address /QQ No 学生电子邮箱/QQ 号	码:			
Education Background 教育背景				
Highest level completed 最高学历:	Country 国家	₹:		
Address in Home Country 主国住址				
Address in Singapore 新加坡地址				
Emergency contact 紧急联络人资料				
□ Father 父亲 □ Mother 母亲	□ Guardian 监护人 □ (	Others 其它人		
Mobile Phone Number 手机号码 :				
Relationship (if tick on Others) 关系(如选择'其它ノ	· · · · · · · · · · · · · · · · · · ·			

Parents' Particulars 父母資料			
	Father 父亲		Mother 母亲
Name 姓名			
IC / Passport Number 身份证/护照号码			
Nationality 国籍			
Date of Birth (dd/mm/yyyy) 出生日期 (日/月/年)			
Occupation 职业			
Residence Phone Number 住家电话			
Mobile Phone Number 手机号码			
Email Address 电子邮箱			
WeChatID 微信号码			
Guardian's Particulars (if available	监护人资料 (若有)		
Guardian's name 监护人姓名		IC / Passport	number 身份证/护照号码
Nationality 国籍		Residence Phone number 住家电话	
Mobile Phone number 手机号码		Email Address / 电子邮箱	
	. k vir h.l. / sh. l		
<b>Agent's Particulars (if applicable) 中</b> Name of Company 中介公司名称	「介)) 	A D	sentative 咨询顾问姓名
Name of Company 十介公司石标		Agent Repres	sentative 各间顺円姓石
Country 国家		Email Address 电子邮箱	
			1 \$ kg P ril
Office Phone number 公司电话		Mobile Phone	e number 于机亏码
	nois Assalamas Mr E F		
How did you get to know about Asco	ensia Academy? 您是怎		
How did you get to know about Asco	·		
How did you get to know about Asco [ ] Agent 中介 [ ] Media (e.g. Newspapers, Internet) 媒	本(比如:报纸,网络)	样知道爱信国际	
How did you get to know about Asco	本(比如:报纸,网络) 5,姓名:	样知道爱信国际:	学院?

课程编号	Course Title 课程名称
[ ] PS4	Preparatory Course For Admission to Government Schools (Primary ) - Short Term 政府小学入学预备课程(小 ) - 短期
[ ] SS4	Preparatory Course For Admission to Government Schools (Secondary) - Short Term 政府中学入学预备课程(中) - 短期
[ ] GE4	Certificate in General English for Foreign Students – Short Term 国际学生预备课程 – 通用英语 (短期)
[ ] AEP4	Certificate in Academic English Programme – Short Term 学术预备英文课程 −短期
[ ] CE4	Certificate in Conversational English for Foreign Students- Short Term 国际学生英语会话课程 - (短期)
[ ] GE12 -PT	Certificate in General English for Foreign Students – Short Term (Part Time) 国际学生通用英语课程 – (短期 – 兼读)
[ ] CE12 -PT	Certificate in Conversational English for Foreign Students – Short Term (Part Time)  国际学生英语会话课程 – (短期 – 兼读)
	Period of Study for Student 学生课程周期
Commencement Date	e of studies (DD/MM/YYY) :/
•	Pate (DD/MM/YYYY) :// ent starts attending and completing of Course 学生开始上课到结课日期
*Date on which stude	ent starts attending and completing of Course 学生开始上课到结课日期
*Date on which stude	ent starts attending and completing of Course 学生开始上课到结课日期
*Date on which stude  Notes and Declaratio  I declare that all info	ent starts attending and completing of Course 学生开始上课到结课日期
*Date on which stude Notes and Declaration I declare that all information I understand that the I hereby grant permit recording of myself / the school in relation	ent starts attending and completing of Course 学生开始上课到结课日期  n  rmation provided in this application is true and accurate. 我在此所提供的所有资料均属实并正确 application fee is non-transferable and non-refundable. 我了解报名费是不可转让也是不予退还的 ssion to the school and its appointed partners, the right to use the photograph(s), name and video my child / ward for promotional purposes as well as in print and digital media which are produced by to its operation. 我在此授权给学校或其指定的合作伙伴,使用我/我的孩子的照片、名字和视频
*Date on which stude Notes and Declaration I declare that all info I understand that the I hereby grant permit recording of myself / the school in relation 用于宣传学校相关。 I grant permission fo and will not hold the	ent starts attending and completing of Course 学生开始上课到结课日期  m  rmation provided in this application is true and accurate. 我在此所提供的所有资料均属实并正确 application fee is non-transferable and non-refundable. 我了解报名费是不可转让也是不予退还的 ssion to the school and its appointed partners, the right to use the photograph(s), name and video my child / ward for promotional purposes as well as in print and digital media which are produced by to its operation. 我在此授权给学校或其指定的合作伙伴,使用我/我的孩子的照片、名字和视频

All information will be kept strictly confidential and will not be divulged to external parties without approval from the student unless any such disclosure is required for the purpose of fulfilling the school's obligations as a Private Educational Institution
所有学生资料是保密和绝对不向外泄露,除非获得学生同意或是按照私立机构应尽的义务下,方可公开资料

## Application Checklist and Additional Information 申请清单与附加信息

#### Have you included: 请附上以下文件:

- 1. A copy of student's passport 学生护照复印件
- 2. A copy of student's highest education certificates and transcripts (original & English translated and notarized) 学生最高学 历及成绩公证书(中英文)
- 3. A copy of student's Birth Certificate (original and English translated) 学生出生公证(中文翻译)
- 4. A copy of parents' Passports or Identity Cards 一份家长的旅游证或身份证副本
- 5. One (1) Passport-sized photographs of the students (full colour with white background) 学生护照型照片 1 张(白底彩色)
- 6. Student Pre-course Counselling Checklist 学生报读辅导清单

### Terms and Conditions 相关条款:

- 1. The school must verify that the student satisfies the entry requirements for the course before the student proceeds with the application process. 校方须先审查申请人符合入学资格才开始办理入学手续。
- 2. The Application Fee of S\$214 (inclusive of 7% GST) must be paid in full upon the submission of the application form. The Application Fee is non-refundable and non-transferable. 申请人须在递交申请表格时缴交 214 的报名费。此报名费不予退还,也不予转让。
- 3. Payment can only be made in Cash /cheque/ Telegraphic transfer (TT)/bank draft. Bank charges for TT in both countries have to be borne by students. 学费只可以用现金/电汇/银行汇款/支票附款。银行电汇费由学生自付
- 4. After the payment for the application is made, the school will issue a Letter of Offer with payment details to the student. 递交申请并缴申请费后、校方将发出录取通知书及付款通知书。
- 5. All Fees must be paid one month <u>before</u> the commencement of the course. 学生必须在开课前一个月缴清学费
- 6. An administration fee of S\$107 (including 7% GST) is applicable upon the request for any change to the date for joining an already registered course or change of level after the student has been enrolled into a registered course with the school. 在家长或学生提出申请,要求更换一项已报课程的开课日期,或在学生已被录取后要求更换所上课程的年级,院方将收取新币 107 元(含消费税)的行政费。

#### Refunds for Withdrawal Without Cause 自动退学退款:

% of Total Fees Paid (excluding application fee) 已缴全学费的百分比 (不含申请费)	If Student's written notice of withdrawal is received 学生退学申请书收到日期
90%	("Maximum Refund") More than 30 days before the Course Commencement Date 在课程开始 30 天以前(最高退款额)
50%	Before, but not more than 30 days before the Course Commencement Date 课程开始前 30 天内
25%	After, but not more than 7 days after the Course Commencement Date 课程开始后 7 天内
0%	More than 7 days after the Course Commencement Date 课程开始 7 天以后

<sup>\*</sup>The information is correct at the time of printing but the Academy reserves the right to amend the information and fees without further notice 此份資料在印刷时为正确。学院保留无须另行通知进行修改的权利。

For official use only:			
☐ The above student meets the entry requirements and is eligible to join the course.			
$\Box$ The above student does not meet the entry requirements for the course and may not join the course.			
Name and Signature	Designation	Date	
Student ID:	Sales Consultant :		
Receipt number for Application Fee:	Amount:	_	
	_		
Name & Signature of Staff		Date	

AA(SOF) 017 01052017B

ASCENSIA ACADEMY
CPE Registration Number: 198601956R

CPE Registration Period: 20 May 2014 to 19 May 2018 CPE EduTrust Cert No: EDU-2-2021

**CPE Validity Period:** 22/06/2015 - 21/06/2019

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