



JUBA ACADEMY SECONDARY SCHOOL

Nesitu-Nimule Highway, Juba, South Sudan

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ADMISSION FORM & STUDENT HANDBOOK

ADMISSION FORM

Full Name:	
Date of Birth:	
Gender (M/F):	
Nationality:	
Address:	
Parent/Guardian Name:	
Parent/Guardian Contact:	
Class Applying For (Senior 1 - Senior 4):	

Previous Education

School Name:	
Class Completed:	
Year Completed:	

Medical Information

Any Known Medical Conditions:	
Emergency Contact:	

Declaration

I hereby declare that the above information provided is true and correct to the best of my knowledge.

Parent/Guardian Signature:

Date:

Student Signature:

Date:

STUDENT HANDBOOK: RULES & REGULATIONS

1. Attendance and Punctuality

Students are expected to attend all classes regularly and punctually. Absences must be justified with written permission from parents/guardians. Chronic absenteeism may lead to disciplinary action.

2. Discipline and Behavior

All students must maintain good conduct, show respect to teachers, staff, and fellow students. Fighting, bullying, or use of abusive language will not be tolerated.

3. School Uniform and Appearance

Students must wear the official school uniform at all times. Uniforms should be clean, neat, and worn with pride. Unauthorized clothing or accessories are prohibited.

4. Respect for Authority and Peers

Students must respect teachers, administrative staff, and their fellow students at all times. Disobedience and insubordination will be met with appropriate disciplinary measures.

5. Use of School Property

Students are expected to take care of all school facilities including classrooms, laboratories, and equipment. Any damage caused deliberately will result in disciplinary action and compensation.

6. Prohibited Items

The possession or use of drugs, alcohol, tobacco, or weapons is strictly forbidden. Mobile phones may only be used under teacher supervision for educational purposes.

7. Academic Integrity

Cheating, plagiarism, or any form of dishonesty in examinations or assignments is strictly prohibited and will lead to severe disciplinary measures, including possible suspension.

8. Fees and Financial Obligations

Parents/guardians are expected to pay school fees promptly at the beginning of each term. Failure to meet financial obligations may result in withholding of reports or denial of admission.

9. Health and Safety

Students must report any health issues to the school nurse or administration. Safety drills must be taken seriously. Students should not engage in dangerous activities within school premises.

10. Consequences of Breaking Rules

Violation of school rules may result in warnings, suspension, or expulsion depending on the seriousness of the offense. All disciplinary actions will be communicated to parents/guardians.

ACKNOWLEDGEMENT

I, the undersigned student of Juba Academy Secondary School, together with my parent/guardian, acknowledge that we have read, understood, and agreed to abide by the school rules and regulations as outlined in this handbook.

Student Name:	
Student Signature:	
Parent/Guardian Name:	
Parent/Guardian Signature:	
Date:	