



Date		Date of Birth	
Surname		Nationality	
First Name		Sex	
Preferred Name		English Proficient	
Home Address		PO Box	

### Parent/Guardian Information

	Father	Mother
Surname		
First Name		
Preferred First name		
Occupation		
Mobile number		
Work number		
Email		
English Proficient?		
Nationality		

### Payment Information

Tuition Payer		Email for invoice	
Method of Payment		Employer Name	
Frequency of payment	Term    Annually	Employer Address	

Required Documents: Birth Certificate/Passport      Transcript for Grade 1 and higher

### Emergency Contact Information (not parent)

Name		Name	
Mobile Number		Mobile Number	
Work number		Work Number	

## Media Release Agreement

I understand that South Pacific International Academy (SPIA) would like to document/film my child for the purposes of continuing to enhance the school's public profile, marketing, and for other appropriate purposes. Accordingly, I consent to SPIA's drafted, designed, created, formed or otherwise made recordings, photos, images, information, or the like (recordings) of my child, my child's name, image, likeness, subject matter about my child, on videotape, film, audio tape, paper, photo paper, digital medium, or otherwise, by or to SPIA. Additionally, I authorise the use of such recordings for any proper and legitimate educational and/or nonprofit/commercial purposes by the school, both on and off the school premises, including publicity, e.g. for advertising. I acknowledge that SPIA is the owner of the recordings and copies and has all intellectual property rights such as copyright. I further agree to not hold SPIA (I release, discharge, and save harmless) for any claim that may arise related to this agreement or its subject matter. Each party agrees not to sue the other in any court under any claim or theory for any legal or equitable relief as it concerns this agreement or its subject matter. I have read the above and understand and agree on behalf of myself and my child. I agree that this agreement was made for good and valuable consideration, the receipt and adequacy of which is acknowledged.

## Enrolment Agreement

1. I agree and acknowledge that tuition at South Pacific International Academy (SPIA) is non-refundable.
2. I have read, understood, and agreed to the standards, requirements, and policies of SPIA's Parent Handbook.
3. I understand that the enrolment fee of K400 (K600 after 1 November) must accompany the application.
4. I understand that a non-refundable deposit is due prior to my child beginning the school term in order to reserve a space. If the program is unable to place my child due to space limitations, my deposit will be refunded.
5. I understand that all fees are due before the last business day before the first day of the term. My student will not be permitted to attend if fees are not paid in full.
6. I understand that if my payment is not received by the 1st day of the term, I will forfeit my child's space in the program.
7. I agree and acknowledge there will be no refunds due to absence or school closings due to weather and other emergencies.
8. I agree to have my child(ren) delivered to school 10 minutes before the beginning of each class day which commences promptly at 8:30 am.
9. I understand that Extended School Day (ESD) is available until 6 pm and that there is a charge of K10.00 for every five minutes to those students staying past 6:00 pm. A child who is repeatedly left in Day Care past 6:00 pm will lose his Day Care privilege.
10. If not utilising ESD, I agree to collect my child(ren) within 15 minutes of the end of his/her class day.
11. I will notify the school within 24 hours of any change of emergency contact.
12. I understand that if someone attempts to collect my child(ren) and is not in our records as an approved guardian, in accordance with policies set forth by the Parent Handbook, my child will be kept with school staff until safe and appropriate arrangements are made.

**By signing below, I agree to the terms and conditions of the Media Agreement, Enrolment Agreement, the Parent Handbook, and the Tuition Addendum.**

	Father	Mother
Print		
Sign		
Date		