



☎ 065-245-823 / 085 780 3215 / 081 263 1558
✉ Info@wendyprivateschool.com
admin@wendyprivateschool.com
📍 P.O BOX 2958 Ondangwa

WELCOME TO WENDY PRIVATE SCHOOL

Congratulations that you have interest to join the *Wendy Private School Community*. It is a Privilege to have you in this school. As a Private institution we sustain the learning and teaching process through your support, both financially and socially. Be kindly informed that by registering your child in this school you agree by default that you are obliged to meet financial obligation of school fees - to be paid from ***January*** to ***December*** including Holidays. By signing this contract you are entering a 12 –month contract that needs diligent performance from your side and no defaulting. This is a pre-condition to be made clear to all parents and guardians of the learners enrolled at Wendy. ***Kindly note that the registration fee of N\$ 300.00 is non Refundable.***

NB: On every closing day of the term, a learner must be paid up for that month of closing school in order to get a school report.

APPLICATION FORM FOR ADMISSION - 2024

NameSurname

Date of birth Gender

Previous School.....

NATIONALITY:REGION:

RELIGIONDENOMINATION.....

PRESENT GRADE..... GRADE APPLIED FOR

PARENTS/GUARDIAN:.....

POSTAL ADDRESS:

RESIDENTIAL ADDRESS:

FATHER'S NAME:

WORKPLACE:.....OCCUPATION:.....



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CONTACT NUMBER (W).....(CELL)

MOTHER NAME:

WORKPLACE:.....OCCUPATION:.....

CONTACT NUMBER (W)..... (CELL)

Important terms and conditions

1. NB: By registering a learner in the secondary phase and signing this form implies that you have duly accepted that in case of extra tuition such as, holiday lessons or examination camping; it is compulsory for your child to participate without fail, and costs involved shall be determined by the school management.
2. NB: You can pay the school fees on termly or yearly basis where you can qualify for a discount to be determined by the finance department.
3. Re-registration is a must for all continuing learners every year to secure their place for the following academic year.

SCHOOL FEES SURETY DECLARATION

This section should be completed ONLY by the person responsible for paying the learners school fees. This is the person, whom the school will contact if there is fees arrears.

Full Name:.....

Occupation:.....

Contact details:

Workplace (Physical Address) (Attach proof of residence).....

Postal Address.....



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CONFIRMATION PROMPTS

Are you person responsible for the school fees?

Will you pay school fees on time?

Did you give your correct details?

I hereby declare that I will be solely responsible for the school fees for (*Learner's Name*) and ensure payment is done before the 3rd of every month. Failing to do so, I authorize the school not to allow the child in class or alternatively take a legal action. I confirm that school fees reminders must be directed to me and any change to the school fees surety would be done in writing to school within 48 hours of such change.

Signature:..... Date:.....

Witness (Finance):..... Date:.....