

WAIT LIST APPLICATION FORM

Please tick (✓) the appropriate boxes

Child's Name:			
Birth Certificate / Fin No:		Date of Birth:	
Parent's / Guardian's Name:	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Guardian	Contact No:	
NRIC / Fin No:		Email Address:	

I wish to place my child / ward on the Wait List for :

BRMCK Mainstream Kindergarten Program enrolment

Year: _____ **Session:** AM PM **Level:** N1 N2 K1 K2

BRMCK Montessori Enrichment Program enrolment (3-Hour Daily Program, Before or After School)

Year: _____ **Session:** AM PM

Remarks: _____

ACKNOWLEDGEMENT

With this request, I hereby confirm that this Wait List application is a unanimous, voluntary, informed decision made by me. I have been fully informed and am agreeable to the terms and conditions stated on this form:

Signature of Parent / Guardian: _____ Date _____

For Official Use Only	_____	_____	_____
	Bank / Cheque No	Date Received	Amount

TERMS & CONDITIONS

1. All Wait List applications are subject to first-come-first-served basis for available vacancies.
2. BRMCK is not able to process verbal requests.
3. Parents who wish to place their child on the Wait List are required to ensure that:
 - a. they submit a copy of child's birth certificate together with the Wait List application.
 - b. they fill up the Program Wait List form completely.
 - c. the signature on the form is that of one of the student's parents or his / her legal guardian.
 - d. they submit Program Wait List form together with a **non-refundable** payment of an admin fee of \$85.60 (inclusive of prevailing GST) per child via an 'account payee only' cheque addressed to: 'Barker Road Methodist Church Kindergarten'.
- BRMCK reserves the right to reject and / or cancel any application if any of the above requirements are not met.
4. For parents who wish to place their child in Montessori Enrichment Program, the total Wait List fees will be as follows: \$85.60 (inclusive of prevailing GST) per child for Kindergarten enrolment + \$85.60 (inclusive of prevailing GST) per child for BRMCK Montessori Enrichment Program enrolment.
5. There are no discount packages for additional child / children.
6. BRMCK makes no guarantees of enrolment for Wait List applications.
7. In the event the offer of a vacancy is taken up, the usual registration fee for enrolment is applicable.
8. There will be no refund of the admin fee for Wait List in the event BRMCK is not able to offer a vacancy. This is non-negotiable and applicable under all circumstances.
9. BRMCK will only notify parents in the event of an available vacancy.
10. In the event a vacancy is offered but is subsequently declined, an additional admin fee for handling another new Wait List position will be charged should parents still require their child to remain on the Wait List to continue to await enrolment at the time, session and date of their choice.
11. There shall be no deferments and / or reservation of vacancies regardless of all circumstances.
12. Foreign students without a Dependant's Pass must have a valid Student's Pass before they can attend lessons in BRMCK. In the event that a Student's Pass is not approved, there will be no refund of the admin fees for Wait List. There will also be no refund for the registration fees.