

Application for Admission

Please respond to all items in sections 1 - 5. Type or write all information in block letters. If you need assistance, please contact the Registrar's office.

Today's Date (dd/mm/yy) _____ Applying to begin school in _____ (mm/yy)

Part 1: Family Information

*Student

Student's Full Name _____
Surname First Middle

Student's Chinese Name (if applicable) _____ Sex: Male Female

Applying to Grade: _____ Student's Age: _____ Date of Birth (dd/mm/yy) ____/____/____

Place of Birth (City/State/Province/Country) _____

Student's Home Address in Chinese (if applicable) : _____

Home Telephone: _____ Mobile phone number: _____

FAX number: _____ E-mail: _____

Student's Nationality _____ Passport Number: _____

Date of Issue (dd/mm/yy) ____/____/____ Date of Expiry (dd/mm/yy) ____/____/____

Other Passport(s) Held : _____

*Father

Father's Name: _____ Father's Chinese Name (if applicable) _____

Father's Nationality: _____ Passport Number: _____

Father's level of spoken English: fluent good fair poor

Father's level of reading in English: fluent good fair poor

Name of Father's Business / Employer: _____

Business Address: _____

Father's Office Telephone: _____ Mobile telephone: _____

Office FAX: _____ E-mail: _____

*Mother

Mother's Name: _____ Mother's Chinese Name (if applicable) _____

Mother's Nationality: _____ Passport Number: _____

Mother's level of spoken English: fluent good fair poor

Mother's level of reading in English: fluent good fair poor

Name of Mother's Business / Employer: _____

Business Address: _____

Mother's Office Telephone: _____ Mobile telephone: _____

Office FAX: _____ E-mail: _____

***Siblings**

Name: _____ Age _____ Present School/Grade _____

Name: _____ Age _____ Present School/Grade _____

Name: _____ Age _____ Present School/Grade _____

Do you plan to enroll any of the above in AST? Yes No Already attending

If yes, please give name _____

***How did you learn about AST?**

Parents of AST students Website/Internet HR Department of Corporation

AST Brochure/Activities Friends/Relatives Other School Others

Part 2: • Student’s Educational Background •

Please list all schools the student has previously attended, including dates. List the most recent first. Attach a separate sheet if necessary.

Name of School: _____

Street Address: _____

City, State, Country: _____

Telephone #: _____ FAX #: _____ E-mail: _____

Dates Attended: From _____, _____ To _____, _____ Grade(s) completed _____
Month Year Month Year



Name of School: _____

Street Address: _____

City, State, Country: _____

Telephone #: _____ FAX #: _____ E-mail: _____

Dates Attended: From _____, _____ To _____, _____ Grade(s) completed _____
Month Year Month Year



Name of School: _____

Street Address: _____

City, State, Country: _____

Telephone #: _____ FAX #: _____ E-mail: _____

Dates Attended: From _____, _____ To _____, _____ Grade(s) completed _____
Month Year Month Year

Part 3: • Emergency Contact •

Person other than parents to contact in case of emergency:

Name: _____ Relationship to Family _____

Full Address: _____

Home Telephone: _____ Personal Mobile phone number: _____

Work Telephone: _____ E-mail: _____

Part 5: • Application Statement •

Please read and understand this statement before signing:

Welcome to American School in Taichung. AST is an American curriculum based school in Taichung. We offer an academically challenging program designed to prepare students for admission to quality American and other universities. In order to maximize your child's educational experience at AST, we ask that you read this statement carefully. It is intended to help clarify our expectations of new applicants. If you have any questions about this form or any other AST documents, please do not hesitate to contact the Registrar's office.

Students admitted to American School in Taichung must have a parent (or guardian as designated in writing by parents) residing in Taichung and taking full responsibility for the student's welfare. If parents are absent from home for overnight or longer, a temporary adult guardian will stay with the student and take responsibility for his/her day to day welfare. Please submit all notices of temporary guardianship as well as updates on your address and telephone numbers to the office.

American School in Taichung reserves the right not to grant admission to any student who has been dismissed from another school for academic, disciplinary, or other reasons. Any student who fails to or whose parents fail to reveal such a record at the time of enrollment will be subject to expulsion. Students expelled from AST are not entitled to a refund of tuition fees and may have the expulsion noted on their permanent AST record.

All school fees must be paid before the student begins school.

All acceptances to American School in Taichung are provisional, pending a complete review of the student's official school records and, as necessary, further testing by AST.

I hereby make application for admission of the pupil named above to the American School in Taichung in accordance with the terms, rules and regulations of the school. Enclosed with this statement are the following:

- ✓ completed application form
- ✓ completed optional services request sheet
- ✓ two recommendations from the student's previous school
- ✓ complete official school records
- ✓ health documents
- ✓ copy of foreign passport
- ✓ two photos
- ✓ application fee (NT\$3,000).

My signature below indicates that all information contained in this application is accurate. *I understand that all tuition and other fees are due before the child begins school, and that no refund will be made except in accordance with AST's refund policy*. I recognize that school privileges may be denied for any reason deemed sufficient by the authorities of the school in accordance with published guidelines and/or generally acceptable rules of conduct.*

*Refund Policy

1) If a student attends school for fewer than 10 school days in a quarter, tuition will be charged on a daily rate, calculated as the total of all tuition and divided by the total number of regular school days in the semester. If a student is withdrawn during the first four weeks (20 school days) of any semester, 50% of the tuition will be refunded. Registration fee and capital reserve are non-refundable. No refund will be made after students attend the school more than 21 school days. More information please refer to our Tuition and Fees Regulations.

2) If an application is not completed with accurate information, the school reserves the right to withhold any refund.

3) The withdrawal date will be considered the Last Day of School stated on the Withdrawal Form (Forms can be obtained from the Registrar's Office).

Parent's Signature: _____ Date: _____