



OFFICIAL ENROLLMENT / REGISTRATION FORM

This form is FREE OF CHARGE and shall be available upon enrollment. This should be accomplished by the applicant or the designated guardian in lieu of the applicant. The accomplished form should be submitted to the Registrar's Office ONLY UPON FIRST PAYMENT OF ENROLLMENT. All information should be WRITTEN LEGIBLY IN PLAIN BLOCK LETTERS. It is understood that submitting this form means that you have read and agreed to the terms of enrollment which is stated at the back portion of this form. Non-compliance of any stated clause herewith shall deem this form invalid.

1. Pay the prescribed enrollment fees



Instructions for Filling Up

2. Write legibly in plain block letters using dark ink



3. Submit before enrollment ends



STUDENT'S COPY (THIS SHALL SERVE AS THE OFFICIAL CERTIFICATE OF CONTRACT OF ENROLLMENT)

Choose the Grade Level you are currently enrolling into by marking the corresponding box with an X:

Primary: 1 2 3 Intermediate: 4 5 6 Junior HS: 7 8 9 10 Senior HS: 11 12

School Year: _____ For Senior HS, choose a strand: STEM Science, Technology, Engineering & Mathematics ABM Accountancy, Business & Management

Enrollee's Information:

Name: _____
(Last Name) (Given Name) (Middle Name)

Age: _____ Date of Birth: _____ Place of Birth: _____
(Month/ Day/ Year)

Permanent Address: _____

Email Address: _____ Mobile No(s): _____

Landline No(s): _____

Father's Name: _____ Occupation: _____ Employer / Company: _____

Mother's Name: _____ Occupation: _____ Employer / Company: _____

Information on Payment Method:

Full Payment: Cash, with total amount of _____ Cheque, with amount, bank and cheque no. _____

Partial Payment: Cash, with total amount of _____ Cheque, with amount, bank and cheque no. _____

Academic Scholarship: Full Partial Other arrangements, please specify: _____

Sports Scholarship: Full Partial _____

SCHOOL'S COPY (THIS SHALL BECOME THE OFFICIALLY BINDING CONTRACT OF ENROLLMENT)

Choose the Grade Level you are currently enrolling into by marking the corresponding box with an X:

Primary: 1 2 3 Intermediate: 4 5 6 Junior HS: 7 8 9 10 Senior HS: 11 12

School Year: _____ For Senior HS, choose a strand: STEM Science, Technology, Engineering & Mathematics ABM Accountancy, Business & Management

Enrollee's Information:

Name: _____
(Last Name) (Given Name) (Middle Name)

Age: _____ Date of Birth: _____ Place of Birth: _____
(Month/ Day/ Year)

Permanent Address: _____

Email Address: _____ Mobile No(s): _____

Landline No(s): _____

Father's Name: _____ Occupation: _____ Employer / Company: _____

Mother's Name: _____ Occupation: _____ Employer / Company: _____

Information on Payment Method:

Full Payment: Cash, with total amount of _____ Cheque, with amount, bank and cheque no. _____

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Academic Scholarship: Full Partial Other arrangements, please specify: _____

Sports Scholarship: Full Partial _____



Our one-on-one mentoring program
 Ensuring your son's future.
 Forging men of character www.westbridge.com.ph

25 Years, a Quarter
 a Century of Excellence!

Contract of Enrollment

In consideration of my / our son's enrollment at PAREF Westbridge School, Inc., I / we agree to abide by this contract and rules provided for in section 62 of the **Manual of Regulations for Private Schools**, Eight Edition quoted hereunder, to wit:

When a student registers in a school, it is understood that he is enrolling for the entire school year for elementary and secondary courses. Section 66 of the same Manual states that a student who transfers or otherwise withdraws, in writing, within two weeks after beginning of classes, may be charged **ten percent (10%)** for the total amount due for the term within the first week of classes, regardless of whether or not he actually attended classes.

The student may be charged all the school fees in full if he withdraws anytime after the second week of classes. However, if the transfer or withdrawal is due to a justifiable reason, the student shall be charged the pertinent fees only up to and including the last month of attendance. **Miscellaneous and other fees upon enrollment are not refundable.**

In fairness to those who are paying punctually, total overdue accounts shall be charged one percent (1%) per month. An account is overdue if it remains unpaid after the last day of the quarter exams.

A student whose account are not paid may be allowed to take exams only if the parent / guardian submits a **promissory note** with concrete schedule of payment or post-dated check.

Unfulfilled promise to pay and returned check are also grounds for non-granting of exam permit in the next quarter.

Conforme: _____ Approved: _____
Parents' / guardians' signature over printed name(s) *Executive Director / Associate Director*

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