

# ATEA COLLEGE

21 Domain Road, Panmure, Auckland 1072  
New Zealand

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## APPLICATION for ENROLMENT

Surname (Last Name) of Student: .....

Christian (First) Names of Student: .....

Name the student is normally called: .....

Student's Date Of Birth: ..... What is the student's citizenship? .....

Student's Gender: (Tick one) Male .... Female....

What is the Student's Present School/Preschool<sup>2</sup>? ..... Present School Year: .....

Proposed start date at ATEA College: ..... Proposed School Year: .....

Any special guardianship notes? .....

Is this an application for a full-time or part-time enrolment? (Tick one) Part-Time .... Full-Time ....

If part-time, please give details: .....

Do any of the following apply to your child (now or in the past)? (Tick then explain):  
Special Needs .... Suspension or Expulsion .... Physical Difficulties .... Educational or Behavioural Problems ....

Any other thing that might affect school progress .....

Please give details of any Allergies or Health Problems that may affect schooling or may need attention during school hours:  
.....

How well has your child been progressing at school? .....

Please explain why you want to enrol your child in ATEA College: .....

.....

**Attachments:** I have attached each of the following to this application (You must tick or cross each item):

1. Passport or Birth Certificate .... 2. Latest School Report.... 3. Registration Fee of \$200 .... 4. Immunisation History<sup>3</sup> ....

**Information:** If at a future date we enrol this pupil in another school, we give our permission for ATEA College to release to that school any information relevant to the ongoing education of our child.

**Disclosure:** The information given on both sides of this form is to our best knowledge true and accurate. If any information given is untrue or misleading ATEA College reserves the right to revoke the applicant's enrolment.

**Indemnity:** In consideration of ATEA College providing educational services to our child [enter child's name:]

..... we [enter both parents' names and/or the name of the legal guardian:]  
..... and .....

hereby indemnify ATEA College Ltd, its managers, teachers, staff, and agents from and against any claims, actions, proceedings, damages, costs, demands, payments, expenses, causes of action or losses recoverable at law including the costs of defending any such claims, actions or proceedings brought by through or on behalf of our child, howsoever arising.

**Agreement:** We have read the *Primary and Secondary School Prospectus* of ATEA College and this application is made according to all the terms and conditions set out in it, including conditions for withdrawal and refunds of fees. We agree that if it is accepted we will be bound by those terms and conditions and any notices issued by ATEA College to parents. In particular

- we will ensure attendance of our child or children is punctual and regular
- we will support the school's instructional courses, school rules, uniform and discipline
- we will attend all scheduled and requested interviews with staff
- we will pay school fees on time
- we will give the required notice of withdrawal or pay fees owing for the period of notice
- we agree that our children's names, images, awards and examples of school work may be published

**Signed:** (The signatures of both Father and Mother are required.)

Father : ..... Date:..... Mother : ..... Date: .....

If the person making this application is not the student's Father or Mother please give details:

Name: ..... Relationship to Student: .....

Signed: ..... Date: .....

**[Turn over to complete this form]**

<sup>1</sup> No spam: we do not wish to receive unsolicited commercial email. Our email address is provided for enrolment enquiries and applications only.

<sup>2</sup> Preschool details are requested by the Ministry of Education for their use only. Failure to advise this will *not* affect your application.

<sup>3</sup> Health Authorities require we keep an Immunisation Register: withholding this information will not affect your application.

Student's Address .....Post Code: .....  
If not living with one or both .....  
parents list the names and ages of .....  
others living at this address: .....

Student's Course We are applying to enrol this student in a course of study we recognise as appropriate to this child's  
proficiencies and needs, and (in the case of a senior secondary enrolment) that offers qualifications and  
opportunities appropriate to his/her career plans. (Tick one) Yes ... No ...

Father's Surname: ..... First Names: ..... Title: .....  
Father's Marital status: (tick) not married .... first marriage .... widowed .... separated .... divorced .... remarried ....  
Contact Details: Home Phone: ..... Mobile Phone: .....  
(Father) Business Phone: ..... email: .....  
Father's Address: .....  
(If different from the student's) .....

Mother's Surname: ..... First Names: ..... Title: .....  
Mother's Marital status: (Tick) not married .... first marriage .... widowed .... separated .... divorced .... remarried ....  
Contact Details: Home Phone: ..... Mobile Phone: .....  
(Mother) Business Phone: ..... email: .....  
Mother's Address: .....  
(If different from the student's) .....

Please give the names and ages of other .....  
children in your family: .....  
Do you plan to enrol all your children (Tick) Yes .... No .... If "No" please explain:  
in ATEA College? .....  
What Church, if any, do you attend? ..... Does all your family attend? .....  
Please give a brief description of your faith:  
Father:.....  
Mother:.....  
How did you find out about ATEA College? .....

If the student is not living with one or both parents, give details of the Student's Caregiver:  
Person's Surname: ..... First Name: ..... Title: .....  
Occupation: ..... email: .....  
Business Phone: ..... Home Phone: ..... Mobile Phone: .....  
Address of Caregiver: .....Post Code: .....  
Indemnity: We declare that this caregiver is a relative or close family friend and accept responsibility for selecting  
accommodation for this child, subject to inspection and approval by ATEA College.  
Signed: Father: ..... Mother: ..... Date: .....

If the student is living with a Homestay Provider who is not the Caregiver, give details:  
Person's Surname: ..... First Name: ..... Title: .....  
Contact Details: Home Phone: ..... Mobile Phone: .....  
Business Phone: ..... email: .....

**Collection & Use of Information:** We collect information according to the principles of the Privacy Act 1993. We have a detailed Privacy of Information Code  
which you are welcome to read. Its provisions are summed-up in our undertaking to collect information only for the purposes of providing the services we offer, to  
store that information safely, to give you access to (as well as the right to request amendment of) the information we hold from you, and to keep parents fully  
informed of all matters relating to their child's school work and conduct. We limit the information given to pupils however. The information we request has been  
carefully selected because we need it: failure to supply all requested information may result in an application being declined or our services withdrawn. From time  
to time we send out information on our services and products: if you do not wish to receive this information please advise us. @2020.2