

Date received by school: \_\_\_\_\_

# Primary and Secondary School Application for Admission

(Page 1 of 4)



Please answer all questions. The more information you provide us, the better we are able to serve your family.

## I. STUDENT(S)

Name				Birthdate: DD / MM / YYYY
	First	Middle	Last	
Name				Birthdate: DD / MM / YYYY
	First	Middle	Last	
Name				Birthdate: DD / MM / YYYY
	First	Middle	Last	

## II. FAMILY INFORMATION

Father's name:	Mother's full name:
Phone numbers: /	Phone numbers: /
Home address:	Home address:
E-Mail address:	E-Mail address:
Father's occupation:	Mother's occupation:
Employer:	Employer:
Employer's phone:	Employer's phone:
Business address:	Business address:

Marital status: Married ☐  
Separated ☐  
Divorced ☐  
Widowed ☐  
Single ☐

Marital status: Married ☐  
Separated ☐  
Divorced ☐  
Widowed ☐  
Single ☐

Nationality:	Nationality:
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Emergency contact:	Phone:	Relationship:
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If there are other children in your family who will not be attending Lighthouse, please complete the following:

Name:	Age:	School:	Grade:
Name:	Age:	School:	Grade:
Name:	Age:	School:	Grade:

## Primary and Secondary School Application for Admission 2022 (Page 2 of 4)

Please answer all questions. The more information you provide us, the better we are able to serve your family.

### III. FAMILY PHILOSOPHY

What are your goals with regard to your child's or children's education this school year? Be specific.

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Do you discipline your children? Why or why not? If yes, please describe how you administer discipline.

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Briefly explain why you wish your child(ren) to receive the Christian education offered by Lighthouse School.

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Please tell us anything else you consider important to know about your family philosophy and practices.

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How would you describe your religious beliefs and practices?

Mother:

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Father:

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Do you intend to be resident in Mauritius for your child's entire school education? If not, for how long?

Please indicate:

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Is the child regularly exposed to any particular religious teachings?

If so, how?

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I am interested in transport for my child(ren), at my cost. (Not applicable for Reception children)

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How often?

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By whom? (check all that apply)

☐ Mother ☐ Father ☐ Other relative ☐ Other

If you need more space to answer any of the above questions, please use additional pages and attach.

## Primary and Secondary School Application for Admission 2022 (Page 3 of 4)

Please answer all questions. The more information you provide us, the better we are able to serve your family.

### IV. STUDENT INFORMATION (Complete a copy of this page for each student.)

We request the following information so that we may obtain as complete a picture as possible of the children who come under our care, thus enabling us to serve the needs of the child and family to the best of our ability. All information will be kept confidential. We wish to emphasize that this information does not have bearing on whether the child is admitted to the school or not.

First name: \_\_\_\_\_

☐ Male ☐ Female

Middle name: \_\_\_\_\_

Student lives with:

Family name: \_\_\_\_\_

☐ Mother and father

☐ Mother only

What is your child most commonly called? \_\_\_\_\_

☐ Father only

☐ Guardian

Date of Birth: DD / MM / YYYY

☐ Other

Applying for entry in: MM / YYYY

If parents are divorced or separated, who has legal custody of the child?

Is either parent forbidden by court order from having equal access to the child or the child's records?  
(Please provide the necessary documentation papers to support this information)

Please list name, address, and phone of person responsible for paying tuition if other than parents:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

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### BIOGRAPHY AND DAILY LIFE

Were there any complications / extraordinary events either at the child's birth or during the first three years of the child's life?

If so, please describe:

Does the student take medication regularly?  
If yes, please detail

Have you ever had your child assessed by a specialist of any kind and if so what was the outcome?

What language is spoken at home?

What languages does the child speak? (Please list in order of child's preference/ability)

Which virtues would you most like to characterize your child?

List schools previously attended, beginning with the most recent:

School: \_\_\_\_\_

Age / Grade: \_\_\_\_\_

Year: \_\_\_\_\_

School: \_\_\_\_\_

Age / Grade: \_\_\_\_\_

Year: \_\_\_\_\_

School: \_\_\_\_\_

Age / Grade: \_\_\_\_\_

Year: \_\_\_\_\_

If you are withdrawing your child from his/her present school, why?

Is there any other information which would be beneficial to more effectively teach your child?

Please provide us with at your child's Primary/Secondary (where applicable) school academic transcripts, reports and learning certificates for the past two years. Please also provide us with any other documentation that you think will enable us to aid your child's transition into the Secondary school and that will accurately inform our teaching staff of their needs and progress to date.

School:	Grade:	From:	To:
School:	Grade:	From:	To:
School:	Grade:	From:	To:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface. There is no handwriting or other markings on the paper.

## PARENT STATEMENT OF AGREEMENT/COMMITMENT

In applying, I am expressing my wish to have my child complete his or her school years at Lighthouse Primary and Secondary School or for as long as our family remains in Mauritius.

Furthermore:

1. I have understood and am committed to the stated mission of the school and its philosophy of Christian education, and I pledge my support to the programs and policies of Lighthouse Primary and Secondary School.
2. I understand that the administration will take all responsibility for academic placement according to an assessment by Lighthouse Primary and Secondary School. Other generally accepted educational standards might also be considered.
3. I agree to assume the responsibility for my child's education by providing my child with an adequate and regular time and place to study, providing a stable home life, supervising homework and working in cooperation with the teachers.
4. I acknowledge our God-given responsibility to discipline our children. When informed by the staff of behavioral infractions, I will properly discipline our child with the goal of ensuring that the infraction does not occur again.
5. I will handle all grievances appropriately. I will deal with the situation at its source. This usually means first speaking privately with the particular teacher or appropriate school staff member in a constructive and supportive attempt to get clarification or resolution. If honest attempts have been made and the issue remains unresolved, I will then speak to the appropriate administrator. If satisfaction is still not realized, I will bring the matter to the Board's attention by writing a letter to them through the Head of School.
6. I have received and read the Schedule of Fees and Payment Policy and agree to them, including every annual revision which may be made to them while my child is enrolled. I am responsible for the timely payment of all of my child's tuition and fees, as well as any costs assessed for damage to books or school property by my child. I understand that not paying on time undermines the mission of the school.
7. If I voluntarily withdraw my child from school, I am responsible for all bills due, including a notice period.
8. I commit to participating in activities at Lighthouse Primary and Secondary School by volunteering regularly, as I am able, in the opportunities made available to parents as may be communicated to me.
9. My child has permission to take part in all school activities including field trips, athletic events, and pictures taken for promotional use, unless I specifically inform the school otherwise. Parents will be properly notified of field trips.
10. In case of an emergency wherein I cannot be reached, I hereby authorize the school to give on my behalf such written or oral authorization as may be so required and to take whatever steps may be deemed necessary in respect of medical treatment for my child. Further, I release the Head of School or his/her designee, and Lighthouse Primary and Secondary School, from any liability that might arise from the requesting of medical or surgical services.
11. I understand that my child will only be admitted to class on the first day of school if the proper forms are on file and requisite payments have been made.
12. I agree to support the school's rules, regulations, and policies. I understand that the school reserves the right to dismiss any student who does not respect its behavioural standards or does not cooperate with the educational process, or whose parents fail to do the same.
13. Should the time ever come that I can no longer endorse the above statements, I will discreetly and politely withdraw my child from Lighthouse Primary and Secondary School by written notice to the Head of School.
14. My/our signatures below indicate that I/we have read, understand and assent to this Parent Statement of Agreement/Commitment and also agree to comply with them should my child be admitted to the school.

Father's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Mother's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## SCHEDULE OF FEES (2023) & PAYMENT POLICY

	1. Tuition	2. Meal Fees	3. Registration Fee
	11 monthly payments	11 monthly payments	Payable upon application approval
<b>Grades Reception - 6</b>			
Mauritians	7,500	1,400	30,000
Expatriates	12,900	1,400	42,000
<b>Grades 7- 11</b>			
Mauritians	12,100	1,800	30,000
Expatriates	21,100	1,800	42,000
<b>Grades 12 - 13</b>			
Mauritians	13,200	1,800	30,000
Expatriates	23,200	1,800	42,000

### Explanation of Fees and Payment Methods

**1. Tuition** is spread over and paid in eleven monthly payments per year. The first payment is due prior to the child's first day of school.

- Families who qualify for Mauritian fees must show proof of Mauritian citizenship. At least one parent must show proof of citizenship (Mauritian NIC or passport) prior to the first invoice.
- For families with three or more children enrolled at the same time, a 25% discount on the tuition fee is offered for each child enrolled after the second child. In this way, the first two children are charged full fees, but any subsequent child enrolled will receive a 25% discount on tuition fees.

**2. A meal fee** is charged and is payable, along with tuition, on a monthly basis, irrespective of start date. The meal fee (for mid-morning, afternoon snacks and lunch) is also spread over an 11-month basis and therefore is paid in those same months. Eating meals at school and the meal fee are not optional.

- Tuition and meal fees are payable by standing order on the first day of the month for that month. Families must show evidence of the standing order prior to entry and prior to each new academic year. Other costs will be invoiced and are payable by bank transfer or cheque; payments in cash are discouraged.

**3. The non-refundable registration fee** is paid once upon entry into the primary grades and once upon entry into secondary grades. The registration fee is payable in full within seven days of the invoice. No place is confirmed until full registration fee is paid; families risk losing their place if the registration fee is not paid.

- Any student continuing into the secondary programme from the Lighthouse primary programme will receive a 25% discount on the secondary registration fee. The refundable deposit payment is also transferable from primary to secondary school.
- Brothers and sisters will receive a 25% discount on the registration fee for the second and any other children enrolled. This discount is not applicable on top of any other discount (e.g. for Lighthouse primary students continuing to secondary as above).

**4. The refundable deposit** per child has a value equivalent to three months' of that child's applicable tuition fees. For new students, it is due upon enrollment, or by the first day of school, if that is significantly later. The amount will be re-evaluated, as tuition fees change, and any net adjustments due will be invoiced every two years. The total paid on behalf of any student is fully refundable, without interest, at the time of departure from the school upon the condition that the family is in good financial standing with the school; otherwise, any amounts owing shall be deducted.

**5. An annual Resource Fee** of Rs 2,000 is applicable to Grade 1 to 6 only and covers customised school stationery such as the communication book and copybooks as well as transport fees for outings.

### **Other Financial Policies**

- **Absences:** No remission of school fees is made in case of absence due to illness, overseas leave or any other cause whatsoever.
- **Notice of departure:** If a student is to be removed from the school, parents must give at least three paid months' notice in writing. In the event that proper notice is not given, the net equivalent of three months' tuition fees will be charged in lieu of notice. The school reserves the right to offset any amounts owed against the deposit and to withhold any student reports or letters for the transferee school until all amounts due to the school are paid. The remaining balance of the deposit will be refunded once all school property is returned in good condition and the account is settled.
- **Late payments:** A written reminder of late payments will be issued within 15 days' from the due date. Fees unpaid after one month from the due date will result in a follow up meeting to come to an agreement regarding the way forward. If unresolved this could result in the suspension of the student until fees are paid in full.

### **Policies Applicable for Lighthouse Secondary School Only**

- Please note that required subject-specific textbooks and library books will be loaned out to students and will remain the property of the school. Should the book be lost or become unusable due to damage, a replacement fee will be charged. Likewise, If a student is found guilty of damaging the school property, he/she will be financially liable for the full amount of the damaged property.
- All exam entry fees charged by third parties (e.g. Cambridge International Examinations, Pearson Edexcel, Alliance Française) will be charged at cost, per subject per student. For CIE exams, the finance team will provide ample notice of the estimated fee, though the actual fee charged by the MES due to exchange rates may differ slightly.
- Students in Grades 7 to 13 will be expected to have access to a home-purchased laptop for use at school. Specifications and vendor facilitation will be provided.