



SINGAPORE INTERNATIONAL SCHOOL
23 Nam Long Shan Road, Aberdeen, Hong Kong

TEL NO: 2872-0266

FAX NO: 2872-0431

Circular to Parent 118/09/10

24 February 2010

CONFIRMATION OF SCHOOL PLACES FOR ACADEMIC YEAR 2010/2011

The school will be registering new applicants for the academic year 2010/2011 soon.

Priority for Existing Pupils

As a pupil of the school, your child is given first priority. I would like to offer your child a place in the school for the academic year 2010/2011. **If you reject this offer, the place will be offered to a new applicant.** Please indicate whether or not you are accepting the offer by returning the reply slip attached to your child's form teacher or fax it back to us by **Friday, 12 March 2010**.

Notice of Withdrawal

Should you decide to withdraw after you have reserved a place for your child for the academic year 2010/2011, a withdrawal notice in writing should be given **on or before Saturday, 3 April 2010**. If the withdrawal notice is received after the stipulated date, the amount of levy to be paid is prorated based on the shortfall in the number of days required in the 90 days advance notification (**excluding the Summer Holiday**).

Payment of Fee for Academic Year 2010/2011

The first term school fees and capital levy for the academic year 2010/2011 should be received by the school on or before **23 July 2010**. If the school does not receive the fees by the stipulated date we will assume that you have given up the reserved place.

We look forward to working with you and your child. Thank you.

Carol Yeung
HOD/Finance

Through

Mak Lai Ying (Madam)
Principal

REPLY SLIP

Fax : 2893 0367

To : Singapore International School

Attn : Ms. Jessica Lau

CONFIRMATION OF SCHOOL PLACES FOR ACADEMIC YEAR 2010/2011

I, _____, parent of _____
(parent name) (student name)

of *PY/Pri/Sec _____ ***accept / do not accept** the offer of school place at Singapore International School for the academic year 2010/2011.

I understand that this school place will be offered to a new applicant if I do not accept this offer by **Friday, 12 March 2010**.

Please fill in the following if you **do not accept** the offer of school place at Singapore International School for the academic year 2010/2011:

1) Reason for leaving: * Relocation / Joining new school / others _____

2) *Destination and/or Name of new school: _____

Signature of Parent

Date

* Delete as appropriate