



# ECP 課外活動報名表格

## EXTRA CURRICULAR PROGRAM APPLICATION

SECTION A		Student Information	
Student Surname	Given Names	Student Number	
Name in Chinese (if applicable)		Gender <b>M / F</b>	
Date of Birth (dd/mm/yy) / /	Place of Birth	Nationality	
Home Address			
Home Number		Email Address	
Are you a current student? Yes / No      If yes, please provide campus & class:			
School / Program Currently Attending		How did you hear about us?	

Affix Photo Here

SECTION B		Parent Information	
Name of Mother		Mobile Number	Occupation
Name of Father		Mobile Number	Occupation
Pickup Person			
<b>1</b>	Name	Relationship	Mobile Number
<b>2</b>	Name	Relationship	Mobile Number

SECTION C		Program Selection			
Program	Code	Age	Number of lessons	Session	Tuition Fee
<b>Performing Star Jr.</b> <small>- caregiver supervision required</small>	WK-PSJ	2 - 3 years old	Continuous Minimum: 12 lessons	<input type="checkbox"/> 2:00pm - 3:00pm (Saturday)	<b>\$3240</b> for 12 lessons
<b>Performing Star</b>	WK-PS	3 - 6 years old		<input type="checkbox"/> 1:15pm - 2:15pm (Monday) <input type="checkbox"/> 3:15pm - 4:15pm (Saturday)	
<b>Dance Super Star</b>	WK-DSS	3 - 6 years old		<input type="checkbox"/> 2:30pm - 3:30pm (Monday) <input type="checkbox"/> 4:30pm - 5:30pm (Saturday)	
<b>Drama Star</b>	WK-DS	5 - 8 years old		<input type="checkbox"/> 3:45pm - 4:45pm (Monday)	
<b>Art Loop Pre -Y1</b> <small>- adult accompaniment recommended</small>	AL-PY1	2.5 - 3 years old	Continuous Minimum: 12 lessons	<input type="checkbox"/> 2:30pm - 3:15pm (Wednesday) <input type="checkbox"/> 12:00pm - 12:45pm (Saturday)	<b>\$3240</b> for 12 lessons
<b>Art Loop -Y1</b>	AL-Y1	3 - 5 years old		<input type="checkbox"/> 1:15pm - 2:15pm (Wednesday) <input type="checkbox"/> 1:15pm - 2:15pm (Saturday)	
<b>Art Loop -Y3</b>	AL-Y3	6 - 11 years old		<input type="checkbox"/> 3:45pm - 4:45pm (Wednesday) <input type="checkbox"/> 2:30pm - 3:30pm (Saturday)	
<b>Chess</b>	SC-46	4 - 6 years old	Continuous Minimum: 12 lessons	<input type="checkbox"/> 2:30pm - 3:30pm (Thursday) <input type="checkbox"/> 12:00pm - 1:00pm (Saturday)	<b>\$3000</b> for 12 lessons
<b>Chess</b>	SC-710	7 - 10 years old		<input type="checkbox"/> 1:15pm - 2:15pm (Saturday)	
<b>Logical Reasoning</b>	LR-46	4 - 6 years old		<input type="checkbox"/> 1:15pm - 2:15pm (Thursday) <input type="checkbox"/> 2:30pm - 3:30pm (Saturday)	
<b>Logical Reasoning</b>	LR-68	6 - 8 years old		<input type="checkbox"/> 3:45pm - 4:45pm (Thursday)	
<b>Fencing</b>	FC-36	3 - 6 years old	Continuous Minimum: 12 lessons	<input type="checkbox"/> 1:15pm - 2:15pm (Tuesday) <input type="checkbox"/> 1:15pm - 2:15pm (Thursday) <input type="checkbox"/> 11:00am - 12:00pm (Saturday)	<b>\$4200</b> for 12 lessons (foil)
<b>Fencing G1</b>	FC-G1	7 - 12 years old		<input type="checkbox"/> 11:00am - 12:30pm (Saturday)	<b>\$4800</b> for 12 lessons (foil/sabre) <b>\$5040</b> for 12 lessons (epee)

- 2 passport-sized photos
- Payment:  
Please refer to page 1 for amount due per 12 lessons

Payment can be made by cheque or bank transfer.

**Cheque**

Please write student name, program, and session selected on the back of the cheque.

Cheque payable to: **Island Children's Montessori House**

**Bank Transfer**

**Bank: HSBC**

**Account Number: 004-127-776375-838** (No need to enter 004 if you are paying via HSBC ATM machine)

**Beneficiary: Island Children's Montessori House**

Once the transfer is made, please submit a scanned copy or image of the payment slip.

After submission of the application, you will receive an Enrolment Confirmation within 10 working days to confirm your child's placement and commencement date.

Return this application and payment in person or by post to:

**ECP - Island Children's Montessori House**  
**Commercial Unit, G/F Bedford Gardens, 151-173 Tin Hau Temple Road,**  
**North Point, Hong Kong**

Have questions? Contact us at **2387 3033** or [admissions@icmh.hk](mailto:admissions@icmh.hk)

Enrolment and admission to Island Children's Montessori House (ICMH) Extra Curricular Programs are subject to the conditions outlined below.

Please sign below as your acknowledgement and acceptance of the Terms of Enrolment & Refund Policy.

1. A caregiver must accompany the child to school and present a valid official pickup card at dismissal time.
2. Students must attend at least 12 consecutive lessons in any program to be awarded the Certificate of Completion.
3. Tuition fees are subject to change, effective 1st September 2019.
4. All missed classes, including personal leave, **will not** result in make-up lessons, fee refunds or adjustments.
5. A make up class (but no refunds or tuition adjustments) will be offered only in the following two circumstances:
  - 1) Class cancellations due to Tropical cyclone number 8 or above; black rainstorm warning advice; or other unforeseen circumstances, including EDB advice.
  - 2) Class cancellation due to teacher illness or other unforeseen factors on the part of the Extra Curricular Program Provider.
6. In the school's weather policy, ICMH will continue to operate extra-curricular activities in the event of T1, T3, Amber Rain, or Red Rain.
7. The commencement date can only be postponed once within 3 months of the original commencement date. If after postponing the commencement date the parent withdraws the child from any of our programs, any tuition fees paid will be forfeited.
8. All lessons in a 12-lesson enrolment must be scheduled and completed within 4 months of commencement of classes. Once commenced, all absences will be considered missed lessons as per Clause 4.
9. In the event of withdrawal from a program before completion of 12 lessons: tuition fees paid will not be refundable or transferable to another child or program.
10. ICMH will not be responsible or liable for student or caregiver's personal injuries, accidents, losses or any other damages occurring and/or incurred on ICMH premises.
11. The school reserves the right to withdraw the privilege of attending a program should there be a serious or ongoing breach of discipline by a child.
12. Once enrolled in the program, any fees paid are not refundable or transferable.
13. Tuition fees paid will be forfeited if any of the following circumstances occur:
  - withdrawal prior to the official commencement date of a new or re-enrolled program
  - failure to complete the minimum required lessons
14. There are no partial tuition fee refunds for mid-program withdrawals.
15. All tuition fee adjustments will be made after completion of the last official lesson. Any outstanding fees owing will be deducted from the tuition deposit.

Parent signature: \_\_\_\_\_

**Parent Declaration and Acceptance of Terms**

1. By signing this form, I understand and agree to abide by the terms, conditions and school policies outlined in this form.
2. I hereby release and agree to indemnify Island Children's Montessori House, its instructors, teachers, administrators, officers, directors, agents and employees, from any and all actions, claims and demands for damages, indemnity, costs, interest, loss or injury of every nature and kind whatsoever and howsoever, which we have had, may now or may hereafter have, in any way relating to or arising from my child's enrollment and/or participation of activities and events at Island Children's Montessori House.
3. I hereby permit my child to be filmed or photographed by Island Children's Montessori House and I hereby irrevocably grant permission for my child's likeness to appear in curriculum related areas and promotional materials authorized or published by Island Children's Montessori School and Kindergarten without notice or compensation, including the website.
4. I understand that requests for my child's photos to not be used must be explicitly made in writing.
5. **I acknowledge having read the Terms of Enrolment.** I hereby understand and agree to follow and adhere to the policies outlined, and such other rules and regulations that may be added hereafter by Island Children's Montessori House.

**Name of Child:** \_\_\_\_\_

**Name of Parent (please print):** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_

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

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**FOR OFFICE USE ONLY**

Application Number	Date received	Student ID	Start Date	Notes
<input type="radio"/> Photographs	<input type="radio"/> Application Fee	<input type="radio"/> Security Deposit	<input type="radio"/> Postdated Cheques:	<input type="radio"/> Stamped Envelopes