



MISSION STATEMENT

Our mission is to develop informed, active, resilient and compassionate citizens within a Christian community.

(QUALITY EDUCATION...CHRISTIAN...NURTURE...COMMUNITY SERVICE)

It's a great place to be!

ENROLMENT APPLICATION REQUIREMENTS

Please return this completed application together with the following:-

- Application Fee \$55.00 (non refundable)
- Copy of Birth Certificate or Passport
- Latest School Reports including NAPLAN
- Any other supporting documentation:
For Example: awards/certificates, residency documentation, Medical etc.
- Character Reference (Middle & Senior Boarding School Applications only)

Enrolment Application will NOT be processed until application fee is paid and all the required documentation has been received.

Upon acceptance an Enrolment Deposit of **\$400** per child or **\$600** per family is required by the College for the duration of that child's or family attendance.

Post, email or deliver to:-

The Enrolment Officer
Peace Lutheran College
P.O Box 72F
FRESHWATER QLD 4870

Phone: 07 4039 9000

Fax: 07 4039 1623

Email: enrolments@plc.qld.edu.au

Peace Lutheran College

CAIRNS

Student Enrolment Application & Standard Agreement

Applicant's Name: _____

Date of Birth: _____

Commencement Details

Year Level _____ Term _____ Year _____

(E.g. Year 7 Term 1 Year 2018)

Status - (Please tick)

Day Student

Boarder

Is the applicant an Australian Citizen Yes No

Does the student hold an Australian Residential Visa Yes No

FOR OFFICE USE ONLY

Student Code: _____

Parent Code: _____

Web Site www.plc.qld.edu.au

Lutheran Church of Australia Queensland District ARBN 051 602 996
Trading as **Peace Lutheran College** ABN 72172147547
CRICOS Provider No: 01260E

STUDENT DETAILS

SURNAME: _____ GIVEN NAMES: _____

Preferred Name: _____ Male / Female Date of Birth: _____ / _____ / _____
Day Month Year

Religious Denomination: _____ Baptised Dedicated Confirmed Not Applicable

Does the student have siblings already enrolled at Peace? No Yes Name/s _____

Please attach copy of

Birth Certificate or Passport to this application

Day Student

Boarder

To commence Year Group: _____ In Term: _____ Year: _____
Example: Year Group 6 Term 1 2017

PARENT DETAILS

Parent/Guardian Details *Please circle*

Title: _____ Surname: _____

Given Names: _____

Preferred Name: _____

Relationship to student _____

Nationality: _____

Religious Denomination: _____

Residential Address: _____

Postal Address: _____

Email Address/s: *(Please print clearly)*

Home Phone: _____

Mobile Phone: _____

Occupation: _____

Employers Name: _____

Business Phone: _____

Business Fax: _____

Does parent/guardian have knowledge of this application?
> Yes No *(This is required under the Family Law Act)*

Parent/Guardian Details *Please circle*

Title: _____ Surname: _____

Given Names: _____

Preferred Name: _____

Relationship to student _____

Nationality: _____

Religious Denomination: _____

Residential Address: _____

Postal Address: _____

Email Address/s: *(Please print clearly)*

Home Phone: _____

Mobile Phone: _____

Occupation: _____

Employers Name: _____

Business Phone: _____

Business Fax: _____

Does parent/guardian have knowledge of this application?
> Yes No *(This is required under the Family Law Act)*

FAMILY RELATIONSHIPS

Where the parents are separated / divorced, or both parents named below are not the natural parents of the student, please give details (Eg. custody, guardianship arrangements, step-parents etc)

Applicant resides with or is in the care of:-

- Father & Mother Mother Only Father Only Legal Guardian Shared Parental Care
 Grandparent/s Dept. of Community Services Other (Provide Details) _____

Is a Family Court Order in place? Yes In process No

➤ **If Family Court Orders are in place, please provide and attach relevant documentation.**

The following information is necessary for the College to comply with Court Orders. Copies of Court Orders must be certified (can be certified at the College) and the "Authority for Distribution of Court Orders" form completed. Copies of Court Orders will be kept in the student's file with restricted access according to the "Authority for Distribution of Court Orders"

DIRECTIONS AS TO CORRESPONDENCE

This information, which is kept strictly confidential, is necessary to help ensure that correspondence regarding the application is sent to the appropriate person and to avoid errors in correspondence.

Send Accounts to:-

- Family Residential Address Family Postal Address Mother Only Father only Other (Provide Details below)

Name: _____

Address Residential: _____

Postal Address: _____

Home Phone: _____ Mobile Phone: _____

E-mail address: _____ Business Phone: _____

Send School Reports & Newsletters to

- Family Residential Address Family Postal Address Mother Only Father only Other (Provide Details below)

Name: _____

Address Residential: _____

Postal Address: _____

Home Phone: _____ Mobile Phone: _____

E-mail address: _____ Business Phone: _____

EMERGENCY CONTACTS

In the event of an emergency and the parents are unavailable, please enter the details of an appropriate contact person.

Name: _____

Relationship to student: _____

Phone No (H) _____ (W) _____ Mobile _____

Address: _____

Email address: (Please print clearly) _____

NATIONALITY

In which **country** was the student born? Australia Other Please specify: _____

In which **country** where the parents born?

Mother Australia Other Please specify: _____

Father Australia Other Please specify: _____

Does the student identify as **Aboriginal or Torres Strait Islander**?

No Aboriginal Torres Strait Islander Both Aboriginal/Torres Strait Islander

RESIDENTIAL STATUS

Please note: If applicant does NOT hold Australian Citizenship or an Australian Residential Visa they are classed as Full Fee Paying Overseas Students (FFPOS)

Is the student an Australian Citizen? Yes No

Does the student hold a Current Australian Resident Visa? *If yes please answer below* Yes No

AUSTRALIAN RESIDENTIAL VISA DETAILS *(please attach copies of supporting documentation)*

Visa Number _____ Class _____

Subclass Title _____ Temporary or Permanent (please circle)

The following questions are a Government Data Requirement in order for the school to receive Government funding.

LANGUAGE OTHER THAN ENGLISH

Does the student or mother/guardian or their father/guardian speak a language other than “**Standard Australian English**” at home? *(If more than one language, please indicate the one that is spoken most often)*

	Student	Mother/Guardian	Father/Guardian
No, “Standard Australian English” only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes Other – please specify below	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Student Language	Mother/Guardian Language	Father/Guardian Language

PARENT /GUARDIAN EDUCATION

What is the **highest** year of primary or secondary school the parents/guardians completed? *Mark one box only*

	Mother/Guardian	Father/Guardian
Year 12 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 11 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 10 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 9 or equivalent or below	<input type="checkbox"/>	<input type="checkbox"/>

(For persons who have never attended school, mark 'Year 9 or equivalent or below'.)

What is the level of the **highest** qualification the parent/guardians have completed? *Mark one box only*

	Mother/Guardian	Father/Guardian
Bachelor degree or above	<input type="checkbox"/>	<input type="checkbox"/>
Advanced diploma/Diploma	<input type="checkbox"/>	<input type="checkbox"/>
Certificate I to IV (including trade certificate)	<input type="checkbox"/>	<input type="checkbox"/>
No non-school qualification	<input type="checkbox"/>	<input type="checkbox"/>

What is the occupation group of the Mother/Guardian?

What is the occupation group of the Father/Guardian?

Please select the appropriate parental occupation group from the attached list.

- If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the person's last occupation.
- If the person has not been in paid work in the last 12 months, enter '8' in the relevant box above

LIST OF PARENTAL OCCUPATION GROUPS

Group 1: Senior management in large business organisation, government administration and defence, and qualified professionals

Senior executive/manager/department head in industry, commerce, media or other large organisation.

Public service manager (Section head or above), regional director, health/education/police/fire services administrator

Other administrator [school principal, faculty head/dean, library/museum/gallery director, research facility director]

Defence Forces Commissioned Officer

Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.

Health, Education, Law, Social Welfare, Engineering, Science, Computing professional

Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]

Air/sea transport [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller]

Group 2: Other business managers, arts/media/sportspersons and associate professionals

Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business

Specialist manager [finance/engineering/production/personnel/industrial relations/sales/marketing]

Financial services manager [bank branch manager, finance/investment/insurance broker, credit/loans officer]

Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]

Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official]

Associate professionals generally have diploma/technical qualifications and support managers and professionals.

Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional

Business/administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]

Defence Forces senior Non-Commissioned Officer

Group 3: Tradesmen/women, clerks and skilled office, sales and service staff

Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.

Clerks [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk]

Skilled office, sales and service staff.

Office [secretary, personal assistant, desktop publishing operator, switchboard operator]

Sales [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher]

Service [aged/disabled/refuge/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]

Group 4: Machine operators, hospitality staff, assistants, labourers and related workers

Drivers, mobile plant, production/processing machinery and other machinery operators.

Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter, housekeeper]

Office assistants, sales assistants and other assistants.

Office [typist, word processing/data entry/business machine operator, receptionist, office assistant]

Sales [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker]

Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]

Labourers and related workers

Defence Forces ranks below senior NCO not included above

Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]

Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]

STUDENT PROFILE

- Please provide a copy of your child's most current report card/s including NAPLAN results.
- **Boarding Applicants for Middle & Senior School Only – Please provide a Character Reference from the Principal or Teacher or Member of Clergy with this application**

Current Kindergarten/Daycare/School: _____

Previous Schools: _____

School Awards and Achievements: _____

Cultural Interests and Achievements: _____

Sporting Interests and Achievements: _____

SPECIAL NEEDS PROFILE *Please attach copies of supporting documentation where applicable*

- ❖ **Consideration will be given to the ability of the College to meet the needs of the child.**
- ❖ **Parents must fully inform the College of any special needs of the child, the College reserves the right to determine its ability to meet those needs.**

Has your child participated in enrichment programs? Yes No

Has your child ever received "Learning Support" Assistance? Yes No

Has your child ever repeated a year? Yes No

➤ If yes please specify _____

Has your child ever been accelerated (skipped a year)? Yes No

➤ If yes please specify _____

Has your child ever been "Verified" or on an Education Adjustment Program (EAP)? Yes No

➤ If yes, please indicate

Physical Speech/Language Vision Hearing

Intellectual Social Emotional Autism/Asperger's

Please state his/her current level and provide relevant documentation. _____

Has a specialist ever assessed your child for learning difficulties/developmental/behavioural issues? Yes No

➤ If Yes, please specify Learning Difficulty ADD/ADHD Other _____

➤ Do you have a report/s that you would be willing to share from the above specialist/s? Yes No

Does your child have social difficulties with other children? Yes No

➤ If Yes, please specify: _____

Has behaviour management ever been an issue with your child in a school setting? Yes No

➤ If Yes, please specify: _____

If your child has one of the above, how does it affect him/her as a learner? _____

MEDICAL PROFILE *A Medical Consent Form is to be completed upon acceptance of enrolment*

Does your child take medication on a regular basis? Yes No

➤ If Yes, please specify _____

Does your child suffer from a specific medical condition? Yes No

➤ If yes please specify

Epilepsy Anaphylaxis (Severe Allergy e.g. peanut) Degenerative Condition Other

PEACE LUTHERAN COLLEGE BUS SERVICE

Would you be interested in receiving information about the Peace Lutheran College Bus Service? Yes No

More information regarding PLC Bus Service is available on the PLC website www.plc.qld.edu.au

Please specify area/location.

Brinsmead/Whitfield/Stratford/Freshwater Redlynch Smithfield

Manunda/Westcourt/Earlville/Edmonton/Bentley Park Northern Beaches (Smithfield to Palm Cove)

Please note that indicating that you wish to receive information is not registering nor does it guarantee a position on the bus service

Please tell us how you first heard about Peace Lutheran College

Google Search Social Media/Facebook PAKMAG Kindy/Childcare Centre

Recommendation of family/friend Peace Lutheran College Bus Lutheran Church Other

Please indicate factors influencing your decision to seek enrolment at Peace Lutheran College.

Christian Education Curriculum choice Family involvement Academic Reputation

Caring Environment Discipline Other _____

Please express your main reasons for seeking enrolment for your child at Peace.

TUITION AND BOARDING FEES PAYMENT OPTIONS

In the event your enrolment application at Peace Lutheran College is successful please indicate preferred method of paying for Tuition and Boarding Fees.

The Tuition and Boarding Fees are reviewed annually and are subject to change.

OPTION ONE

Full Year Fees Paid in Advance (receives a % discount if paid prior to 1st Friday of Term 1);

OPTION TWO

Fees paid per term by the 1st Friday of each term (term fees are issued four times per year);

OPTION THREE Please complete Direct Debit Form

Fees paid via Direct Debit either weekly, fortnightly or monthly instalments over the year;

Direct debits need to be paid in full by the end of November each year.

GOVERNMENT FINANCIAL ASSISTANCE

Please contact Centrelink for information on any Government financial assistance or ABSTUDY allowances.

FOR BOARDING STUDENTS ONLY

Students who identify as Aboriginal/Torres Strait Islander

Is the student eligible for ABSTUDY? Yes No

➤ If Yes Provide Abstudy Customer Reference Number (CRN) _____

If Yes - Please select OPTION 3 and complete the following Direct Debit Request Form

Please note:

ABSTUDY pays for an allocated amount of your child's tuition and boarding fees per term, a gap payment is required.

ABSTUDY does NOT cover the cost of application/enrolment deposits, uniforms and stationery – these fees must be paid by the parent.

Is the student eligible for any Government financial assistance towards fees? Yes No

➤ If Yes, by whom _____

(E.g. Isolated Children's Allowance, LAFHA, Veterans Affairs, etc)



Peace Lutheran College
P.O. BOX 72F
FRESHWATER QLD 4870
T: 07 4039 9000
F: 07 4039 1623

Direct Debit Request - Option 3

OFFICE USE ONLY

Student Code: _____

Parent Code: _____

Direct Debit
Request and Authority to debit the account named below to pay
Peace Lutheran College

Request and Authority to debit

Your surname or company name _____
Your given names or ABN/ARBN _____ "you"

Request and authorise **Peace Lutheran College** to arrange, through its own financial institution, a debit to your nominated account any amount **Peace Lutheran College**, has deemed payable by "you".

This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from *your* account held at the financial institution you have nominated below and will be subject to the terms and conditions of the Direct Debit Request Service Agreement. (available on request)

Insert the name and address of financial institution at which account is held

Financial institution name _____

Address _____

Insert details of account to be debited

Name/s on account _____

BSB number (Must be 6 Digits) |_|_|_|_| - |_|_|_|_|

Account number |_|_|_|_|_|_|_|_|_|_|_|_|_|_|

Acknowledgment

By **signing** and/or providing us with a **valid instruction** in respect to *your* Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and **Peace Lutheran College** as set out in this Request and in your Direct Debit Request Service Agreement. (available upon request)

Insert your signature and address

Print Name _____

Signature _____

(If signing for a company, sign and print full name and capacity for signing e.g. director)

Address _____

Date ___ / ___ / ___

Instalment Frequency

Please indicate your instalment frequency:-

Weekly Fortnightly Monthly

Please contact the College Bursar to calculate your instalment amount.
Fees need to be paid in full by the end of November each year.

Standard Collection Notice

The School collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the School. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the School to provide schooling to pupils enrolled at the school, exercise its duty of care, and perform necessary associated administrative activities, which will enable pupils to take part in all the activities of the School.

1. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
2. Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include relevant Education Acts, and Public Health and Child Protection laws.
3. Health information about pupils is sensitive information within the terms of the Australian Privacy Principles (**APPs**) under the *Privacy Act 1988*. We may ask you to provide medical reports about pupils from time to time.
4. The School may disclose personal and sensitive information for educational, administrative and support purposes. This may include to:
 - other schools and teachers at those schools;
 - government departments;
 - Lutheran Education Queensland and where appropriate, Lutheran Education Australia and/or Lutheran Church;
 - medical practitioners;
 - people providing educational, support and health services to the School, including specialist visiting teachers, sports coaches, volunteers, counsellors and providers of learning and assessment tools;
 - assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority;
 - people providing administrative and financial services to the School;
 - anyone you authorise the School to disclose information to; and
 - anyone to whom the School is required or authorised to disclose the information to by law, including child protection laws.
 - Personal information collected from pupils is regularly disclosed to their parents or guardians.
5. The School may use online or 'cloud' service providers to store personal information and to provide services to the School that involve the use of personal information, such as services relating to email, instant messaging and education and assessment applications. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider's servers which may be situated outside Australia.
6. The School's Privacy Policy, accessible on the School's website, sets out how parents or pupils may seek access to and correction of their personal information which the School has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the School's duty of care to the pupil, or where pupils have provided information in confidence. Any refusal will be notified in writing with reasons if appropriate.
7. The School's Privacy Policy also sets out how parents and pupils can make a complaint about a breach of the APPs and how the complaint will be handled.
8. The School may engage in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.
9. On occasions information such as academic and sporting achievements, pupil activities and similar news is published in School newsletters and magazines, on our intranet and on our website. This may include photographs and videos of pupil activities such as sporting events, school camps and school excursions. The School will obtain permissions from the pupil's parent or guardian (and from the student if appropriate) if we would like to include such photographs or videos or other identifying material in our promotional material or otherwise make this material available to the public such as on the internet.
10. If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why.
11. Personal information collected from pupils is regularly disclosed to their parents or guardians.

PEACE LUTHERAN COLLEGE COPY

THE USE OF IMAGES FOR SCHOOL PROMOTION

Peace Lutheran College will continue its practice of publishing the annual school magazine and regular newsletter publications that include photographs with names which identify students.

For all other advertising/promotions purposes, do you give permission to use photos, videos, audios of your child?

- Yes I give permission Signed _____
- No I do not give permission Signed _____

PEACE LUTHERAN COLLEGE STANDARD AGREEMENT

It is expected that parents will support and abide by all school policies and they will work cooperatively with teachers and school leaders for the benefit of their children.

The school reserves the right to suspend or exclude any student whose attitude or conduct is deemed by the Principal to be unsatisfactory or whose parents elect not to cooperate with school personnel.

DECLARATION FOR THE ENROLMENT OF _____
(Student Name)

We have read the information contained in the College Information Handbooks.

We have provided all the necessary documentation with this enrolment.

Should our child be enrolled as a student at **Peace Lutheran College** we agree to:-

- Abide by the policies rules and regulations as outlined in Handbooks.
- Pay all fees as indicated in the **Tuition and Boarding Fees Payment Options** and in accordance with the most recent **School Fees Credit Policy**. All costs associated with debt collection will be charged to parents accounts. **Failure to comply with this requirement will lead to cancellation of enrolment.**
- Give one term or 8 weeks notice **in writing** before removing my child from the school or boarding. Failure to give one terms notice will require payment of one terms tuition and/or boarding fees in lieu of notice.
- Lodge an interest free student Enrolment Deposit of **\$400** per child or **\$600** per family with the College for the duration of that child's or family attendance.
We are aware that it is anticipated that the Enrolment Deposit be donated to the College's Tax-Deductible Building Fund when enrolment ceases, however, the Enrolment Deposit may be refunded interest free when the child leaves Peace, after a minimum of 1 school year attendance, providing there are no outstanding debts and one Term's or 8 weeks notice of leaving has been given. The College must also receive a written request addressed to the Principal or Business Manager from the parents/legal guardians within 28 days of the students' departure from the College. Any such refunds will be subject to the Principals or Business Manager's discretion. Enrolment Deposits Refunds will be issued within 12 weeks from the date of departure from the College.

SIGNATURES

The information provided in this application is true and correct and I have read and agree with the conditions of enrolment at Peace Lutheran College.

(Father/Legal Guardian) _____
PRINT NAME SIGNATURE DATE

(Mother/Legal Guardian) _____
PRINT NAME SIGNATURE DATE

PARENT/GUARDIAN COPY

PROVIDED TO PARENT ON ACCEPTANCE OF ENROLMENT

THE USE OF IMAGES FOR SCHOOL PROMOTION

Peace Lutheran College will continue its practice of publishing the annual school magazine and regular newsletter publications that include photographs with names which identify students.

For all other advertising/promotions purposes, do you give permission to use photos, videos, audios of your child?

- Yes I give permission Signed _____
- No I do not give permission Signed _____

PEACE LUTHERAN COLLEGE STANDARD AGREEMENT

It is expected that parents will support and abide by all school policies and they will work cooperatively with teachers and school leaders for the benefit of their children.

The school reserves the right to suspend or exclude any student whose attitude or conduct is deemed by the Principal to be unsatisfactory or whose parents elect not to cooperate with school personnel.

DECLARATION FOR THE ENROLMENT OF _____
(Student Name)

We have read the information contained in the College Information Handbooks.

We have provided all the necessary documentation with this enrolment.

Should our child be enrolled as a student at **Peace Lutheran College** we agree to:-

- Abide by the policies rules and regulations as outlined in *Peace Lutheran College* Handbooks.
- Pay all fees as indicated in the **Tuition and Boarding Fees Payment Options** and in accordance with the most recent **School Fees Credit Policy**. All costs associated with debt collection will be charged to parents accounts. *Failure to comply with this requirement will lead to cancellation of enrolment.*
- Give one term or 8 weeks notice **in writing** before removing my child from the school or boarding. Failure to give one terms notice will require payment of one terms tuition and/or boarding fees in lieu of notice.
- Lodge an interest free student Enrolment Deposit of **\$400** per child or **\$600** per family with the College for the duration of that child's or family attendance.
We are aware that it is anticipated that the Enrolment Deposit be donated to the College's Tax-Deductible Building Fund when enrolment ceases, however, the Enrolment Deposit may be refunded interest free when the child leaves Peace, after a minimum of 1 school year attendance, providing there are no outstanding debts and one Term's or 8 weeks notice of leaving has been given. The College must also receive a written request addressed to the Principal or Business Manager from the parents/legal guardians within 28 days of the students' departure from the College. Any such refunds will be subject to the Principals or Business Manager's discretion. Enrolment Deposits Refunds will be issued within 12 weeks from the date of departure from the College.

SIGNATURES

The information provided in this application is true and correct and I have read and agree with the conditions of enrolment at Peace Lutheran College.

(Father/Legal Guardian) _____
PRINT NAME SIGNATURE DATE

(Mother/Legal Guardian) _____
PRINT NAME SIGNATURE DATE