

## Registration Form for Tuition Classes (2015)

Name of Child : \_\_\_\_\_ M / F Current Student: \*YES/NO

Level : Primary \_\_\_\_\_ School : \_\_\_\_\_

Contact No. of Child (if available): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name of Parent: \_\_\_\_\_ Name of Sibling(level): \_\_\_\_\_ ( )

Contact No. of Parent: \_\_\_\_\_ (HP/Home) \_\_\_\_\_ (Email)

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

\_\_\_\_\_ Postal Code ( )

*For official use only*

Subjects		Day/Time of Class	Tuition Fees* (Circle)	Deposit (\$50)	Material (\$20)	Latest Grade
1.	Primary English		\$320 / \$400			
2.	Primary Mathematics		\$240 / \$320			
3.	Primary Science		\$240 / \$320			
4.	Secondary English (Lower Sec)		\$360			
5.	Secondary E-Math		\$270 / \$400			
6.	Secondary Additional Math (Upper Sec)		\$400			

I, \_\_\_\_\_, parent of \_\_\_\_\_ (Child's Name),  
accept the Terms and Conditions as stipulated by Avante Education Group Pte Ltd.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Administrative fee: \$10 ☐

Deposit refunded: \_\_\_\_\_

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

Sign: \_\_\_\_\_

## **Terms and Conditions 2015**

### **Public Holidays, School Term Holidays and Tuition Break**

1. The Centre will be closed on all public holidays. Lessons which fall on public holidays will be pushed to the following week.
2. There will be a one week break between each term. There will also be a three weeks break in May and another 4 weeks break in October/November 2015.

### **Tuition Fees and Payment Matters**

3. A \$50 refundable (subject to point 7 below) deposit will be collected for each student per subject.
4. Tuition fees are payable in full for all the subjects and sessions at the beginning of each term till our year-end tuition break.
5. Tuition fees are payable by the 5<sup>th</sup> day of each term. An additional admin fee of \$20 will be imposed for late payment.
6. The Centre reserves the right to suspend the student if fees are not received on time.
7. 30 days' notice is required for termination of lessons. The deposit for the affected subject(s) will be forfeited if less than 30 days' notice is given.

### **Absence and Make-up Sessions**

8. Students may do a make-up session if they miss their regular class under the following conditions:
  - a) Illness, supported with a Medical Certificate (MC),
  - b) Official school activities, supported with the school letter
  - c) Family vacations during the June and November/December school break.
9. Please call the Centre to arrange for the make-up session. We will take it that you do not wish to make-up if we do not hear from you.
10. Please arrange for the makeup session within one week. Missed lesson will be forfeited if makeup is not done within the week. Please note that there will be no refund or credit of tuition fees.
11. As the make-up session will not be with your regular teacher, students are encouraged to attend classes regularly.

### **Others**

12. Please notify the Centre for any change in personal particulars.
13. The Centre reserves the right to change, combine or dissolve a class, or dismiss a student for any reason.
14. The Centre reserves the right to use any audio and/or visual recordings captured of your child during lessons, with your kind permission, for our corporate collaterals such as website, brochure, etc.
15. The Centre owns the copyright for all materials produced by us, and all materials produced with the students while at the Centre.
16. The Centre reserves the right to make amendments to this Terms and Conditions without prior notice.

### **The Management**

**Avante Education Group**

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