



Student Application Form

Please submit the following documents together with this form:

- 2 recent passport sized photograph of the child
- Birth Certificate of the child
- Father's Identification Card for Malaysians
- Mother's Identification Card for Malaysians

Passport-size
photo
of child

Programme Selection:

Please mark (X) the programme you wish to enrol your child in:

- ___ Daily morning program :8.00am to 12.00pm (1 break)
- ___ Half day program :8.00am to 1.30pm (1 lunch and 1 break)
- ___ Full day program :8.00am to 5.00pm (1 lunch and 2 breaks)

Date of joining Westlake Childcare Centre: _____(please state)

Section A: Child's Particulars

Name: _____

Address: _____

Age: _____(years)_____(months) Date of Birth: _____

Position in the family: _____

Siblings (if any):

Name: _____(age)_____

Name: _____(age)_____

Name: _____(age)_____

Name: _____(age)_____



Section B: Father's Particulars

Name: _____

Profession: _____

Home Address: *(if different from child)*

Tel no: _____(home)_____ (office)_____ (mobile)

Email address: _____

Section C: Mother's Particulars

Name: _____

Profession: _____

Home Address: *(if different from child)*

Tel no: _____(home)_____ (office)_____ (mobile)

Email address: _____

Parent marital status: _____ married _____ separated/divorced _____ Widowed _____ other

Section D: Emergency Contact Details

In case of Emergency, please provide valid information below.

Name: _____

Relationship to child: _____

Relationship to mother / father: _____

Tel no : _____(home)_____ (office)_____ (mobile)



Section E: Child Health and Personal Information Record

Has the child any allergies? Y/N*
If yes, please state: _____

Is child allergic to any food group? Y/N*
If yes, please state: _____

Does child have frequent coughs and colds? Y/N*
If yes, please state: _____

Has child had any serious accidents? Y/N*
If yes, please state: _____

Has the child had playground experience before? Y/N*
If yes, please state where: _____

Does child have a pet at home? Y/N*
If yes, please state: _____

Do you spend time reading to your child at home? Y/N*
If yes, please state favourite book / books: _____

Does your child have any special needs / disabilities? Y/N*
If yes, please provide us with more information: _____

Please add any comments that you feel will help us know your child better.



Section F: Parent Declaration

I have received a copy of the centre's policies and procedures and agree to follow them in their entirety.

I agree to pay the amount due in advance for the time the child is enrolled. I understand that all charges are payable by the 7th of every month.

I understand that I may withdraw my child by giving one month's notice to the principal / coordinator of the centre.

I certify that the above information provided is true and accurate. Failure to provide true and accurate information may result in the center withdrawing the enrolment of my child.

NAME	SIGNATURE	RELATIONSHIP TO CHILD	DATE
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Section G: For Office Use Only

Fees / Charges Applicable:

Enrolment Fee : RM _____
(payable once upon enrolment)

School Fee : RM _____ (Month : _____)

Material Fee : RM _____ per year

Day Bed : RM _____ (compulsory for full day student)

Deposit : RM _____

Total : RM _____

AMOUNT PAID : RM _____ CASH / CHEQUE NO _____

DATE _____ Received by _____

RM _____ CASH / CHEQUE NO _____

DATE _____ Received by _____

DATE ENROLLED : _____

DATE WITHDRAWN : _____