



VILLA CAMPUS
 Plot # 1155a Kutwa Road,
 Villa Elizabetha
 Lusaka, Zambia

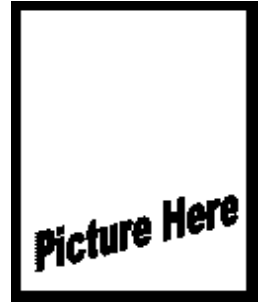
TEL: +260 211 236021
 CELL: +260 975 144328
 +260 977 787158

villa@shakespeare.college

KABULONGA CAMPUS
 15 Reedbuck Road,
 Kabulonga
 Lusaka, Zambia

TEL: +260 211 236021
 CELL: +260 96 1001482

kabulonga@shakespeare.college



APPLICATION FOR ADMISSION

Please complete each section in **BLOCK LETTERS** using Black Ink

Section 1: CHILD'S PERSONAL DETAILS

First Name		Surname			
Date of Birth		Place of Birth			
Nationality		Male		Female	
Address					
Parent's Telephone Numbers		Emergency Contact	Mobile		
			Office:		

Name and classes of any brother(s)/sister(s) already attending the school

Kindly state how you got information about Shakespeare College:

Section 2: ACADEMIC DETAILS

Tick the class in which admission is sought.

BABY	MIDDLE	RECEPTION	LOWER PRIMARY	UPPER PRIMARY
			GRADE:	GRADE:

Section 3: PERSONALITY AND HEALTH

Please provide details of any special aspects of your child's personality:

Please provide information if your child has any health problem requiring special attention:

Section 4: PARENT / GUARDIAN DATA

Father's Name			
Profession		Designation	
Organization			
Office Address			
Office Telephone		Fax No:	
Email:			

Mother's Names			
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Mother's Occupation

House Wife

Professional

Profession			
Oganization			
Office Address			
Office Telephone		Fax No:	
Email:			

Section 5: DECLARATION

I confirm that, to the best of my knowledge, the information provided in this form is correct. I have understood and agree to abide by all school rules including school discipline, inter-school/city transfers and tuition fee payment and refunds. I also acknowledge that while the school does its best to ensure the safety of each child's life, health and property, the school cannot be held responsible for any damage to these.

Signature of Parent/ Guardian

Date

Signatory's Name: _____

Signatory's Relation with the Child: _____

ADMISSION PROCEDURE

- 1. The completed admission form along with the copies of birth and 2 passport size photographs and the registration fee (non-refundable) must be submitted to the school office.*
- 2. After the admission form has been processed, a date is given for applicant's assessment.*
- 3. Parents are informed of the outcome within one week of the written test date. If a place is offered, the child's admission / enrolment must be confirmed and all dues paid within 3 days of date of offer.*
- 4. If, within three days, enrolment is not confirmed, the child's place is offered to another candidate.*

FOR OFFICE USE ONLY

Birth Certificate Provided Yes:

Photographs Provided Yes:

Written Test Taken Yes:

Pass:

Accepted/Rejected A B

Name and Sign of Official:

Designation of Official: