



ACS Oldham Hall
Premier Boarding
(A Methodist Institution)

Application Form

2018

Instructions:

This form consists of 4 pages. Please Answer ALL Sections In Full.

Compulsory Submissions:

Kindly ensure that you submit the following with your application to ACS Oldham Hall:

1. School Admission Letter
2. Latest Academic Transcript
3. Latest School Discipline Record
4. Photocopy of Passport
5. Application Fee of S\$50

Address: 80 Barker Road, Singapore 309937

Email: enquiries@oldhamhall.org

Tel: (65) 6252-8513 Fax: 6252-1067

www.oldhamhall.org

For OFFICE USE ONLY	
Approved by:	Fees Paid: <input type="checkbox"/> Application Fee <input type="checkbox"/> Full Fees <input type="checkbox"/> Insurance
Room Allocated:	



(A Methodist Institution)

1) Applicant's Personal Particulars

2018

Full Name (please <u>underline</u> Surname or Family Name):		Preferred Name / Nickname:	
Home Address:		Home Telephone: (country) (area) (number)	
Date of Birth:	Place of Birth:	Age:	Email Address:
Nationality:	Gender:	Religion:	
Passport Number (or Singapore NRIC):	Country of Issue:	Date of Expiry:	

Current Educational Details

Name of School (in Singapore):	Level:
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Health and Medical Information (Kindly provide any detailed medical report if necessary)

List all existing medical condition(s):	Allergies and Sensitivities:
Has applicant ever been hospitalised, had surgery, or been under extended medical care? (No /Yes) <i>If yes, when and for what reason?</i>	
Health or Medical Restrictions to observe:	

Areas of concern regarding child's development (e.g. academic, social, emotional, spiritual, physical)

2) Applicant's Family Information

Father's Name:		Mother's Name:	
Nationality:		Nationality:	
Occupation:		Occupation:	
Tel / Handphone: (country) (area) (number)	Email address:	Tel / Handphone: (country) (area) (number)	Email address:
Mailing Address (if different from home address):		Mailing Address(if different from home address):	

3) Particulars of Local Guardian (must be residing in Singapore)

Name:	Relationship to Student:
Occupation:	Email Address:
Local address:	Mobile Phone Number:

How did you get to know Oldham Hall?

- 1) Recommended by School 2) Internet Search 3) via Friends 4) Via Guardian/Agent 5) Others, please specify: _____

Boarding Fee Structure for ACS Oldham Hall

Application Fee	S\$50	Non-refundable	
Registration & Miscellaneous Fee	S\$100 + \$200	Non-refundable	
Use of Access Card	S\$20	Non-refundable	
Boarding Fees per Academic Year* (payable by semester)	S\$13,050	4-bedded room	Daily Rate \$45
	S\$13,340	3-bedded room	\$46
	S\$13,630	2-bedded room	\$47
Bus Fare (per Academic Year*)	\$500	<i>selected schools only</i>	
Deposit	S\$2,000	Refundable when boarder leaves Oldham Hall with full compliance of terms and conditions as stipulated on page 4 of this Application Form.	
Personal Accident Insurance, Hospitalisation & Surgical Insurance	S\$220 per annum	Compulsory for non-Singaporean boarders	
Vacation Boarding	Billed on daily basis	Optional – During school holidays* (June or November – December only)	

All fees must be paid in advance before checking in.

* Based on MOE academic year as listed below (actual billing will vary depending on respective schools' term dates):
Semester 1: 2 January to 25 May 2018
Semester 2: 25 June to 16 November 2018

All Cheques / Bank Drafts are to be made payable to: **“ACS OLDHAM HALL”**

Direct payments and telegraphic transfers may be made to the following account:

ACS Oldham Hall
DBS Account: 7171-028-001259-4
SWIFT code: DBSSGSG

DBS Bank
12 Marina Boulevard
DBS Asia Central
Marina Bay Financial Centre Tower 3
Singapore 018912

Confirmation

I wish to apply for my child/ward to board in ACS Oldham Hall.

The Application Fee of S\$50 is enclosed (Cash / Cheque No: _____).

I agree to buy Hospitalisation & Surgical Insurance for my child. I understand that this Hospitalisation & Surgical coverage will begin upon check-in and will cease upon the withdrawal of my child from ACS Oldham Hall.

Parent / Guardian / Agent's Signature

Date

By completing this application form, the student and the parents / guardian / agent of the student agree to comply with the following terms and conditions:

1. Upon submission of this application, we will pay a registration fee of S\$100.00 which is non-refundable.
2. Upon ACS Oldham Hall's acceptance of this application but not later than upon check-in after such acceptance, we will pay a security deposit of S\$2,000.00 ("Deposit").
3. All payments are to be made to "ACS Oldham Hall". Interest will be charged at 2% per month for any late payments.
4. For the purposes of ensuring a high standard of effective pastoral care and nurture, ACS Oldham Hall requires boarders to commit to boarding on a yearly basis.
This policy is implemented as follows:
 - (a) At the point of admission, new boarders must commit to a minimum boarding duration of one year from the date of admission.
 - (b) At the end of this first year of boarding, boarders may renew their stay until the end of the running academic year.
 - (c) Thereafter, the yearly boarding commitment ("the boarding year") will run concurrent with the boarder's academic year, until graduation or withdrawal at the end of any boarding year.

Example 1

Boarder A joins the Hall in Jan 2018, and his school year runs from Jan to Nov. Her boarding commitment begins in Jan 2018 and ends in Nov 2018. Thereafter, she renews the boarding commitment yearly from Jan to Nov each year.

Example 2

Boarder B joins the Hall in Mar 2018, and his school year runs from Aug to Jun. His boarding commitment begins in Mar 2018 and ends in Feb 2019. He then renews his boarding commitment until Jun 2019. Thereafter, his boarding commitment is renewed yearly from Aug to Jun each year.

Example 3

Boarder C joins the Hall in Mar 2018, and his school year runs from Jan to Nov. His boarding commitment begins in Mar 2018 and ends in Feb 2019. He then renews his boarding commitment until Nov 2019. Thereafter, his boarding commitment is renewed yearly from Jan to Nov each year.

5. We understand that the Deposit will be forfeited should our child withdraw from ACS Oldham Hall in contravention of Clause 4 above. (The Management may consider exceptions on a case-by-case basis.)
6. At the end of any boarding year, if we intend to withdraw our child from boarding at ACS Oldham Hall, we MUST give not less than thirty (30) days' notice in writing. We agree that failure to provide such notice will result in the forfeiture of the Deposit.
7. **Under no circumstances will any boarding fee be refunded after it has been paid.**
8. The Deposit or a proportion thereof representing the loss to ACS Oldham Hall shall be forfeited in the event that our child causes any damage to the property of ACS Oldham Hall or fails to comply with room check procedures. If there are any outstanding payments that are due and owing to ACS Oldham Hall, such amounts shall also be liable to be deducted from the Deposit. When any deduction is made, we agree to top up the amount of the Deposit to S\$2,000.00 should the Hall request.
9. Full settlement of the boarding fee for each semester is to be made prior to actual admission / arrival of the child, failing which ACS Oldham Hall reserves the right to deny a place to the applicant. Thereafter, the boarding fee for each semester is to be made at least 30 days prior to the commencement of the next semester. In the event that we fail to pay the boarding fees in accordance with this provision, ACS Oldham Hall has a right to deny our child a place in the Hall.
10. We agree with the rules and regulations of ACS Oldham Hall and will use our best endeavours to procure that our child abides by the rules and regulations of ACS Oldham Hall at all times.
11. ACS Oldham Hall may at any time exercise the right to expel our child for any misdemeanour or offence. Upon expulsion, the Deposit will be forfeited and no refund of the boarding fee will be allowed.
12. ACS Oldham Hall is hereby authorised to include our child in organised physical education activities, extra-curricular activities and trips whether on or off campus unless other arrangements have been requested and are approved by the parent/guardian in writing.
13. ACS Oldham Hall cannot be responsible for any illegal, illicit, unethical, immoral, unauthorized, dangerous, hazardous, harmful or risky activity that endangers or threatens the safety of the boarder or anyone exposed to such activity and ACS Oldham Hall disclaims all liability or responsibility whatsoever to the fullest extent permitted by law.
14. When completing the Application Form, ACS Oldham Hall requires that a declaration of the complete medical records of the prospective boarder be made and if there are any changes in the boarder's medical status, ACS Oldham Hall requires that it be notified of any changes immediately.
15. In the event of a medical emergency, we hereby authorise ACS Oldham Hall to act on our behalf in obtaining emergency medical treatment as may be required for the health/welfare of our child. ACS Oldham Hall staff will inform the parents/guardian/sponsor/agent or any other designated emergency contact persons of the situation. Any expenses incurred because of the emergency will be borne by the parents/guardian/sponsor/agent. We waive all claims against ACS Oldham Hall for assisting in any medical emergencies.

16. ACS Oldham Hall shall under no circumstances be held responsible for any injury, illness (including death) or loss of personal belongings incurred by our child during his/her stay in ACS Oldham Hall.
17. We agree that the non-payment of fees will result in the dismissal of our child from ACS Oldham Hall and legal action may be taken against us for which all expenses relating to the legal action will be borne by us.
18. Personal data of our student boarders and their parents/guardians/representatives (collectively "Personal Data") is collected, used, disclosed and processed from time to time for the following purposes:
 - a) the management and administration of boarders rooms, dormitories and other facilities;
 - b) the management and administration of clubs, interests groups and events, including school trips and roll calls;
 - c) the provision of services to or in relation to boarders including catering and pastoral care health care;
 - d) maintaining discipline;
 - e) providing references (including after a student has left);
 - f) the management of safety and security arrangements, which may involve monitoring telecommunications networks and other facilities or the installation and operation of CCTVs;
 - g) the administration of invoices, fees and accounts;
 - h) fulfilling contractual obligations and other requirements as described elsewhere in this [Agreement]; and
 - i) complying with laws, legal requirements and requests of relevant schools and government authorities.
19. Each student boarder, by coming into residence at ACS Oldham Hall consents to the collection, use, disclosure and processing of Personal Data and other personal data as provided to ACS Oldham Hall or its representatives, or collected by [ACS Oldham Hall] from their school or parents/guardians/representatives, for the purposes as described above.
20. Each parent/guardian, on their own behalf and on behalf of their student boarder(s) consents to the collection, use, disclosure and processing of Personal Data by or on behalf of ACS Oldham Hall in the manner and for the purposes as described above.

I / WE, PARENT / GUARDIAN / AGENT *	
OF _____ (name of student),	
HAVE READ, UNDERSTOOD AND AGREED TO THE ABOVE TERMS AND CONDITIONS.	
(A COPY OF WHICH HAS BEEN GIVEN TO ME / US.)	
I / WE DECLARE THAT ALL PARTICULARS GIVEN BY ME / US ON THE ATTACHED APPLICATION FORM ARE TRUE AND CORRECT TO THE BEST OF MY / OUR KNOWLEDGE.	
_____ Signature of Parent/Guardian/Agent *	_____ Signature of Applicant
Date: _____	Date: _____

* Delete as appropriate

Please Note: This application is for a place in ACS Oldham Hall only. A separate application must be made to the school of your choice for admission into that school.