



STAMFORD COLLEGE

Head Office

No.891/2, Peradeniya Road, Kandy.
Tel : 081-2085988 / 081-4954370
Email : stamfordcollegekandy@gmail.com

ADMISSION FORM

For Office Use Only:

Admission No:

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Grade of Admission:

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Date of Admission:

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All necessary payments for admission have been made

Receipt No :

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Signature of Registrar

PHOTO

CANDIDATE INFORMATION

Tick (✓) in the boxes wherever necessary. Write in BLOCK letters

Surname

Other Names:

Date of Birth :

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Nationality :

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Gender:

M ☐

F ☐

Religion

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Residential Address:

E mail:

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Telephone Number:

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Grade/ Class applying for:

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Sri Lankan Curriculum:

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London Curriculum:

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PARENTS' INFORMATION

A. FATHER

Name (with initials)																					
Educational Qualification																					
Nationality:											Religion										
NIC / Passport Number:																					
Profession/ Business																					
Organization											Designation										
Annual Income:																					
Office Address																					
Telephone Number:																					
E mail:																					

B. MOTHER

Name (with initials)																					
Educational Qualification																					
Nationality:											Religion										
NIC / Passport Number:																					
Profession/ Business																					
Organization											Designation										
Annual Income:																					
Office Address																					
Telephone Number:																					
E mail:																					

DOCUMENTS CHECK-LIST

Please attach the following documents along with the application form.

- a. Original & photocopy of student's Birth Certificate
- b. Extra copy of recent passport sized photograph
- c. Student's school leaving certificate
- d. Character certificate of the student

CONDITIONS OF ADMISSION

1. All students should attend school punctually and regularly. Absence upto two days should be supported by a **letter of excuse** from parent/ Guardian, while absence involving three days and more should be supported by a **Medical Certificate**.
2. All students should attend school in **School Uniform** (inclusive of tie and School Badge) and bring with them all equipment, inclusive of books, P.E kit etc., necessary for the day.
3. **School Fees** for term or month should be paid on or before the due date. Otherwise the payment is subject to late fees.
4. In the event of a **student being removed from school, two months notice in writing shall be given**.
5. Parents should co-operate in the supervision of homework and help in maintenance of discipline and conduct of students both in and out of school.
6. Parent / students should accept and be guided by the rules and regulations of the school.
7. Parents should attend and constructively participate in **parents meetings** as and when requested by the school.
8. Parents should notify the school office of any change of address, telephone number or any other pertinent information.
9. The **admission fee** and **School fees** will not be refunded under any circumstances.
10. The **original receipt** needs to be submitted when claiming the **refundable deposit**.

DECLARATION

- All the information stated in the application form is correct.
- I will submit all the documents required for my child's at the admission.
- I accept all school rules and will cooperate with the school in applying them.
- I will pay the school fees on time according to schedule.

PARENTS DETAILS

- Please submit a copy of the marriage certificate
- If the parents are divorced a copy of the divorce certificate issued by the court to be provided.
- If the parents are mutually separated, please submit consent letters from both parents, to the effect that they don't have any objection in admitting the child to the college.
- If a parent is deceased, please submit a copy of the death certificate. In the absence of both the parents' documentary evidence to be provided with regard to the guardianship.

Signature of parent :

Name : Date : / /

OFFICE USE ONLY

Administrative Coordinator/ Registrar Stamford College

Please admit to Grade
Photocopy of payment receipt is attached.

Date:

D	D	M	M	Y	Y	Y	Y
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Principal