



ST. MARCELLIN PRIMARY SCHOOL

Nisi dominus frustra – without God we labour in vain
Registration Mbare/Harare 1304 ED (A) School
365 Alexandra Drive, Hatfield, Harare Zimbabwe
Tel 0242 571675/6/80 Cell 263 77 848 7238
Email: stmarcellinprimaryschool@yahoo.com



YEAR APPLIED FOR:	
TERM APPLIED FOR:	
GRADE APPLIED FOR:	

APPLICATION FOR ADMISSION

PUPIL INFORMATION (PLEASE PRINT)

FIRST NAME(S):		SURNAME:	
DATE OF BIRTH:		I.D. NUMBER:	
PUPIL CELL NUMBER:		HOME LANGUAGE:	
PLACE OF BIRTH:		RELIGION:	
FIRST COMMUNION:		CONFIRMATION:	BAPTISM:
IF CATHOLIC, TO WHICH PARISH DO YOU BELONG?			
NAME AND ADDRESS OF PRESENT SCHOOL:		PRESENT CLASS:	
WHERE DID YOU HEAR ABOUT OUR SCHOOL?			

PARENT/LEGAL GUARDIAN INFORMATION (PLEASE PRINT)

PARENT/GUARDIAN 1:		PARENT/GUARDIAN 2:	
RELATIONSHIP TO PUPIL:		RELATIONSHIP TO PUPIL:	
FIRST NAME(S):		FIRST NAME(S):	
TITLE (Mr./Mrs./Dr. etc.):		TITLE (Mr./Mrs./Dr. etc.):	
SURNAME:		SURNAME:	
HOME ADDRESS:		HOME ADDRESS:	
CODE:		CODE:	
OCCUPATION:		OCCUPATION:	
I.D. NUMBER:		I.D. NUMBER:	
MARITAL STATUS:		MARITAL STATUS:	
POSTAL ADDRESS:		POSTAL ADDRESS:	
CODE:		CODE:	
EMPLOYER:		EMPLOYER E:	
WORK ADDRESS:		WORK ADDRESS:	
CODE:		CODE:	
HOME TELEPHONE:		HOME TELEPHONE:	
WORK TELEPHONE:		WORK TELEPHONE:	
CELLULAR TELEPHONE:		CELLULAR TELEPHONE:	
E-MAIL:		E-MAIL:	

PLEASE TICK WHERE APPROPRIATE:

PERSON(S) WITH WHOM PUPIL LIVES:	PARENT/GUARDIAN 1	PARENT/GUARDIAN 2:
PERSON(S) TO WHOM ACCOUNTS SHOULD BE SENT:	PARENT/GUARDIAN 1:	PARENT/GUARDIAN 2:

PERSON(S) TO WHOM CORRESPONDENCE SHOULD BE SENT:	PARENT/GUARDIAN 1:	PARENT/GUARDIAN 2:
PERSON(S) TO WHOM REPORTS SHOULD BE SENT:	PARENT/GUARDIAN 1:	PARENT/GUARDIAN 2:

FAMILY CONNECTIONS:

NUMBER OF CHILDREN IN THE FAMILY:	POSITION IN THE FAMILY (1 st , 2 nd):
ARE ANY SIBLINGS OR FAMILY MEMBERS ALREADY AT ST. MARCELLIN PRIMARY SCHOOL?	
	WHEN?
IF SO, STATE WHETHER SISTER, COUSIN, ETC.	
FORMER FAMILY ASSOCIATION WITH ST. MARCELLIN PRIMARY SCHOOL (e.g. MOTHER, PAST PUPIL)	
IF A PAST PUPIL, STATE MAIDEN NAME:	
YEARS ATTENDED ST. MARCELLIN:	
WHAT CLASS WERE THEY IN?	



REFERENCES (NAMES OF TWO CONTACTABLE REFEREES WHO KNOW YOU AS A FAMILY):

NAME:	TELEPHONE NUMBER:
NAME:	TELEPHONE NUMBER:

CONDITIONS OF ENTRY:

- This form must be accompanied by a **NON-REFUNDABLE APPLICATION FEE OF USD30**. This fee covers the cost of the administration of the application, including placement on the waiting list. Proof of EFT payment must be attached.
- On receipt of this form, your daughter's name will be placed on file. Acceptance of this form and registration fee does not guarantee nor imply final acceptance of the applicant.
- A **NON-REFUNDABLE ENROLMENT FEE OF 100 USD** will be payable on acceptance of an offer of a place. Offer will be withdrawn should the school not receive this payment by the specified date. No correspondence pertaining hereto will be entered into.
- Acceptance of an offer of a place will render the applicant liable for payment of the first term's fees unless notification of non-attendance is received in writing three months prior to the commencement date.
- A copy of your Child's birth certificate, I.D. sized photograph and baptism certificate (if applicable) and copies of both parents' identity document must accompany this application form.
- By signing this application form, the parent/guardian gives consent for a credit check to be carried out if required.
- The applicant understands that all school fees are payable in advance and that a full term's notice of withdrawal or non-attendance of pupil or discontinuation of optional subjects or extra mural, should be given in writing, or alternatively, a full term's fee in lieu of notice shall be paid. In the event of the account being handed over for collection, the applicant will be liable to the school for payment of all legal costs pertaining hereto.
- The applicant undertakes to comply with the requirements set out in the Parent Contract issued to parents on acceptance of place offered.
- St. Marcellin Primary School has adopted a Privacy Notice which sets out, among other things, the types of personal information that we process, why we need it, how long we keep it, and what your rights are in terms of personal information processed by us. A copy of the Privacy Notice is available and may be obtained from the admissions office. By completing and submitting this application form, you agree and consent to your personal information, or that of your child(ren), next of kin and other persons' information that you submit being processed in terms of the provisions of the Privacy Notice.

I/We hereby acknowledge and accept that St. Marcellin Primary School supports the religious and educational policies of the Zimbabwe Catholic Bishops Conference and that instruction at the School takes place in accordance with this ethos.

I/We certify that the particulars provided on this application form are correct and that I/we fully understand and accept the above conditions of entry.

SIGNATURE OF PARENT/GUARDIAN 1:	DATE:
SIGNATURE OF PARENT/GUARDIAN 2:	DATE:

REMARKS (PLEASE GIVE ANY OTHER INFORMATION YOU WISH TO HAVE RECORDED):

BANKING DETAILS:

BENEFICIARY: St. Marcellin Primary School **ACCOUNT NUMBER:** 9140005602415
BANK: Stanbic Bank **BRANCH NAME:** Minerva