

## Registration Form

Child Seeking admission for:  Tiny Toddler  Toddler  Pre Schooler

First Name : \_\_\_\_\_ Last Name : \_\_\_\_\_

Nationality : \_\_\_\_\_ Gender : \_\_\_\_\_

Date of Birth : \_\_\_\_\_ Age at Enrollment : \_\_\_\_\_

Religion : \_\_\_\_\_ Languages spoken : \_\_\_\_\_

Father's name : \_\_\_\_\_ Nationality : \_\_\_\_\_

Place of Work: \_\_\_\_\_ Position Held: \_\_\_\_\_

Mobile : \_\_\_\_\_ Office telephone : \_\_\_\_\_

Email : \_\_\_\_\_

Mother's name : \_\_\_\_\_ Nationality : \_\_\_\_\_

Place of work : \_\_\_\_\_ Position held : \_\_\_\_\_

Mobile : \_\_\_\_\_ Office telephone : \_\_\_\_\_

Email : \_\_\_\_\_

Home telephone number : \_\_\_\_\_

Full home address : \_\_\_\_\_

PO Box Number and City \_\_\_\_\_

### In case of Emergency :

First Contact person name : \_\_\_\_\_

Relationship : \_\_\_\_\_ Telephone : \_\_\_\_\_

### About your requirements (Tick applicable Timings)

Early drop off (7:30 am to 9:00 am)  5 days ( Sun - Thu)

Morning Nursery (9:00 am to 12:30 pm)

Half day boarders (2:00 pm to 6:00 pm)

Full day boarders (7:30 am to 6:00 pm)

Other Time Please specify \_\_\_\_\_

Transport Facility (Yes/No) \_\_\_\_\_

Home location & Area Information \_\_\_\_\_

## Terms & Conditions

The terms and conditions set out below reflect the practice of Little Minds. The terms are designed to encourage stability and preserve consistency in our nursery. We request all parents to carefully read the below mentioned terms and conditions before signing.

- All fees once paid are not refundable nor is it transferable.
- Registration fee, Medical fee, Tuition Fees, Transport Fees to be paid in full prior to the agreed starting date in order to ensure a place. No Refunds, Reductions or adjustments will be done in case of absence for any reason - illness, vacations, etc.
- Fees are payable monthly or Term wise. **Parents are requested to pay the fees by the first week of the month or at the beginning of the term either by cash or cheque payable to “ Little Minds Nursery”.** Fees needs to be paid every consecutive month from month of joining irrespective of attendance of child else registration of child will stand cancelled. Only July and August are optional months.
- For families who are enrolling 2 or more children, the second and subsequent siblings will be entitled to a sibling discount of 10%.
- Nursery registration is subject to re-evaluation by the nursery if and when required. The decision of the management is final and will be in the best interest of the children within our care.
- The nursery reserves the right to add, modify and/or amend the fees structure and/or above mentioned terms from time to time at its absolute discretion.
- One month's written notice must be given in case you wish to withdraw your child.
- Children/Parents must not bring any valuable items to the nursery. We do not accept responsibility for any accidental loss or damage to property.

**Parents undertake to provide the center with completed forms and the following documents:**

- 1 copy of the child's passport, UAE residence visa & Emirates ID copy
- 1 copy of father's/mother's passport and UAE residence visa
- 1 copy of child's birth certificate & child's immunization record
- 4 passport size photographs of the child
- I/We parent(s) of .....declare that I have read the above policies and agree to abide by them.

I declare that all information provided is true, correct and complete at the time of signing. I/We authorize the transfer of this information to nursery's electronic database.

*Little Minds confirm that all information provided will be used for official and academic purpose only. We will treat all personal information as confidential, and will not disclose any details, directly or indirectly to any third party, without prior consent.*

Parents Name:

Parents Signature:

Date: