



## Admission Form 2022/2023 for Nursery, Kindergarten and Pre-School

Nursery

Kindergarten

Pre-School

Half-Day Care (until 12:30 pm)

All-Day Care (until max. 3:45 pm)

Application submission date

Date of commencement

Expected length of stay

**Photo**

### Personal data of the child

Name

First Name(s)

Date of Birth

Place of Birth

Nationality/ Nationalities

Religion

Mother Tongue

Second/ Third Language

Previous Nursery or Kindergarten

How did you hear about us?

Other siblings at the school:

Adresse:  
Ring Road Central  
P.O. Box 30326 K.I.A. Accra, Ghana

Website: [www.dis-accra.org](http://www.dis-accra.org)  
E-Mail: [administration@dis-accra.org](mailto:administration@dis-accra.org)  
Tel.: +233 30 222 3522



**Personal data of the legal guardians**

1. Parent

Name	First Name
<input type="text"/>	<input type="text"/>
Telephone Number/	Mobile Phone Number
<input type="text"/>	<input type="text"/>
E-Mailaddress	
<input type="text"/>	
Profession	Employer
<input type="text"/>	<input type="text"/>

2. Parent

Name	First Name
<input type="text"/>	<input type="text"/>
Telephone Number	Mobile Phone Number
<input type="text"/>	<input type="text"/>
E-Mailaddress	
<input type="text"/>	
Profession	Employer
<input type="text"/>	<input type="text"/>

Residential Address in Ghana

<input type="text"/>
<input type="text"/>

Residential Address

<input type="text"/>
<input type="text"/>

Legal Guardian

Parent 1     Parent 2     Both

**In the event of an emergency, please call the following person. The school is a member of WARA.**

**The school does not provide accident insurance for students.**

Name	<input type="text"/>
Telephone Number	<input type="text"/>
Relation to family	<input type="text"/>

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### Special Educational Needs

Are there any special educational needs (dyslexia, dyscalculia, etc.)\*?

Yes

No

If so, which kind?

  

\*Please note that if a need is subsequently identified or concealed, the school reserves the right to reevaluate the child's eligibility for school.

Does your child suffer from allergies?  Yes

No

If so, which?

Other

Are there any chronic diseases?  Yes

No

If so, which kind?

### Details Invoice Address

Billing Address

  
  

Bank account (for possible repayments)

  
  

Who pays the school fees? (Total: 100%)

The Family to  %

The Employer to  %

Others to  %

Are school fees (partially) reimbursed by the employer? If yes, to what extent?

Yes, to  %

No

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**DEUTSCHE INTERNATIONALE  
SCHULE ACCRA**  
DER BILINGUALE VORTEIL

Please enclose a copy of the following documents with the admission form:

- Valid passport of the child
- Special education certificate, if applicable
- Vaccination record of the child
- Valid passport/ID card or driver's license of the legal guardians
- Corona Proof of vaccination of the legal guardian
- Proof of address in Ghana (copy of water or electricity bill in the name of the payer or copy of rental contract, etc.)
- For employees: Proof of employment from employer
- For self-employed: Name and address of company, registration number, TIN number, VAT number, etc.
- Signed Payment-Terms

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### Admission regulations

1. The registration becomes effective only after receiving the registration and admission fee. Accordingly, the registration and admission fee must be paid before starting school. Half of the school fees must also be paid in advance before the start of the school/ by August 1<sup>st</sup> of the respective year at the latest.
2. School Fees may be increased at the beginning of the school year/ semester. Additional costs may be incurred for special offers.
3. If the registration is withdrawn, please inform the German International School Accra immediately. The registration and admission fee will not be refunded.
4. Please note that the cancellation/ termination period is two months in advance. At the end of the school year, cancellations must be received no later than May 1<sup>st</sup> of the current school year. Failure to meet this deadline will result in an additional fee of two months tuition for the child/ children.
5. There will be a trial schooling up to 8 weeks. Only after the trial schooling will a final decision be made about admission.

<input type="text"/>	<input type="text"/>
Place, Date	Signature Parent 1

<input type="text"/>	<input type="text"/>
Place, Date	Signature Parent 2

**For internal usage only**

- Registration and Admission fees
- School Fees
- Special education certificate
- Identification Documents
- Payment-Terms

**Comments:**

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>