



Guildford Grammar School

FOUNDED 1896

Terms and Conditions of Enrolment

1. **A non-refundable Application Fee of \$150 per student must accompany this Application.**
2. Lodgement of this Application does not guarantee a place at the School.
3. I/we have completed this application form to the best of my/our knowledge. Further I/we acknowledge and accept that if it can be demonstrated that I/we have withheld information relevant to the application/enrolment process, especially in relation to this student's individual needs, medical conditions, health care requirements and/or Court Orders, then the enrolment process may be refused or terminated on this ground.
4. Parents must supply their child's Australian Immunisation Register (AIR) History Statement upon enrolment. If your child has a valid reason why they cannot be vaccinated a GP needs to complete, sign and submit an AIR Immunisation Medical Exemption Form or provide notification directly in the child's online AIR record.
5. I/we will provide a copy of the student's most recent school reports prior to the interview.
6. I/we will advise the School of any change of personal details including email details between the time of application and the duration of the enrolment.
7. A formal offer of a place at the School is made following a successful interview with the Principal or delegated representative. I/we understand that attendance at an interview does not guarantee an offer of a place. Both parents/guardians must accompany the student to the interview, except under exceptional circumstances. Required paperwork must be signed and returned to the School prior to a student commencing at the School. **A non-refundable Acceptance and Endowment fee of \$5,000 is payable per family upon the offer of a place.**
8. Leave of absence can only be granted for a one (1) year period. In exceptional circumstances, extensions to this request may be requested in writing to the Principal and places are granted upon availability.
9. I/we agree that if necessary, a credit check may be undertaken by the School with any schools you have been previously associated with.
10. I/we agree to abide by and support the philosophies of the School and lend full support to the staff of the School in the implementation of these philosophies.
11. I/we accept full responsibility for the school fees and any other cost involved for the duration of enrolment of this student at the School.
12. I/we understand that the Annual Fee set out in the Fees and Charges Schedule is payable in accordance with the published payment options of the School each year. Charges for goods and services are payable as rendered. A student may not be permitted to enter the School at the beginning of any Term unless all fees and charges are paid up to date.
13. I/we understand that a term's notice must be provided to the School in writing, otherwise the School is entitled to charge a term's fee in lieu of notice given.
14. An offer of enrolment as a boarder is for a full academic year of four terms. Any request for withdrawal will require the balance of the boarding fees for the remainder of the year to be paid.
15. The School, at its discretion, may seek to recover from you any damage to the School's property caused or contributed to by the student, net of any amount the School may recover under the School's insurance policies.
16. I/we authorise the School to incur costs on my/our behalf where they relate to the student's medical expenses arising from accident or illness.
17. I/we agree that the student is solely responsible for loss or damage to personal property brought to the School.
18. **All information collected on this form will be used and stored in accordance with the School's Privacy Policy, which is available on the school's website at www.ggs.wa.edu.au**