

REGISTRATION FORM for **Magicamus**
15th – 17th December 2008

STUDENT NAME : _____ SEX : F/M

CHILD'S ACADEMIC LEVEL STUDENT'S BIRTHDAY

PARENT: _____ LEVEL: _____ (DD/MM/YY) : _____ / _____ / _____

HOME ADDRESS: _____ POSTAL CODE: _____

TELEPHONE: _____ (HOME) _____ (OFFICE) _____ (H/P) _____ (FAX)

E-MAIL: _____

SPECIAL DIETARY REQUIREMENTS: **YES/NO REASON: **RELIGIOUS/MEDICAL

If yes, please state the requirement : _____

***Please note that special dietary arrangements will only be made for religious and medical reasons supported by a doctor's letter.**

TRANSPORT REQUIRED: **YES/NO

Is the pick-up address the same as the address indicate above? ****YES/ NO**

If no, please state the required pick-up address: _____

***Please note that the drop-off address will be the same as the pick-up address**

IMPORTANT:

1. Does the student have any specific medical problems? Has the student ever seen, or been recommended to see a therapist or psychologist? If yes, please specify the nature of assessment:

2. How did you know about Magicamus? (Please tick)

- Newspaper
- Internet
- Brochures
- Family and Friends
- Informed by us

FOR OFFICE USE				
Paid by		#R		#AM
#T		#A		

PAYMENT TERMS AND CANCELLATION CHARGES

Application form can be submitted by:

- fax (63386311)
- mail (**CreativEdge Learning**, High Street Center, 1 North Bridge Road, #22-07, Singapore 179094)

For faxed application forms, **there will be a tentative registration valid for three working days upon receipt of application form.** Cheque payment will have to be made within the three working days for confirmation of registration. The tentative registration will be **rendered invalid** after the three working days upon non-receipt of payment.

Full payment must be made either by cheque (payable to **CreativEdge Learning**) or cash.

Any cancellation should be made in writing, faxed to 63386311 or by e-mail to enquiry@creative-ed.net.

The following charges apply if cancellation is made:

- • 10 days prior to commencement of the programme (by 5th Dec): 100% of the course fee (less a \$30 administration fee) will be refunded.
- • 6-9 days prior to commencement of a programme (between 6nd Dec – 9th Dec): 50% of the course fee (less a \$30 administration fee) will be refunded.
- • Less than 6 days before commencement of a programme (by 10th Dec) 50% refund (less a \$30 administration fee) will be given if cancellation is supported by a doctor's letter for medical reasons. No refunds will be made on any other grounds.
- • Once the programme has started, a 50% refund of unattended classes (less a \$30 administration fee) will be given if cancellation is due to medical reasons supported by a doctor's letter.
- • However, a full refund (less a \$30 administration fee) will be made if the parent can find another child to take the place reserved and paid for, but only before commencement of a programme.
- • 15% Group discount is given if a minimum of 4 children register at the same time. Should the minimum number of children fall below 4 due to cancellation, the group discount is no longer applicable. The student who cancels will be refunded according to the above cancellation terms and conditions. The remaining 3 students will be asked to reimburse their discount.
- The transport cost is not taken into consideration for the Group discount.

100% refund of all paid costs will be issued if the total enrolment number is less than 40.

I have read all of the above and I agree to the terms of payment and cancellation policy.

Parent's name: _____

Contact no.: _____

Parent's signature: _____

Date: _____

PAYMENT BY CHEQUE

I ENCLOSE A CHEQUE FOR MY CHILD(REN)'S FEE.

BANK : _____

CHEQUE NUMBER : _____

- \$370/ child (excluding transport)
- \$415/ child (including transport)

Remember to
- write your contact number and child's name at the
back of the cheque

*Cheques should be crossed and made payable to

CreativEdge Learning