

INFORMATION OF CHILD REGISTERED

Full Name (as in NRIC) <i>(Please underline Family Name)</i>	Date of Birth <i>(DD / MM / YY)</i>	Nationality	Gender <i>(Please tick)</i>
			Male Female

Any special needs? : _____

PARENT'S INFORMATION

Parent's Name :	Family Name :
	Relationship :
Address:	
	Postal Code :
Email:	
Tel:	(Mobile) (H) (O)

I HEARD ABOUT IWRITE FROM *(Please tick where appropriate)*

Friends / Relatives	Website	Advertisement	School	Direct Mail
Others (please specify) :				

PAYMENT INFORMATION:

PLEASE TICK THE PROGRAMME THE STUDENT IS ENROLLED FOR *(as of 2012):*

- | | |
|---|--|
| <input type="checkbox"/> Primary 3 Prep Class <i>(P2 in 2011)</i> | <input type="checkbox"/> 5 th December – 9 th December |
| <input type="checkbox"/> Primary 4 Prep Class <i>(P3 in 2011)</i> | <input type="checkbox"/> 12 th December – 16 th December |
| <input type="checkbox"/> Primary 5 Prep Class <i>(P4 in 2011)</i> | <input type="checkbox"/> Timeslot: _____ to _____ |
| <input type="checkbox"/> Primary 6 Prep Class <i>(P5 in 2011)</i> | |

Programme Fees: \$270	Administrative & Stationery Fees \$15	Promotional Code	Total Paid:
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#C		#R		#PR	
#CHQ		#AC		#ABL	

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Date: _____

REFUND POLICY

All requests for refunds must be submitted in writing, together with the supporting documentation, where applicable.

Course fee refunds will be considered in the following circumstances

Refund Conditions	Refund Amount
Full Refund i) CreativEdge Learning cancels the course registered for; or ii) Request is made at least 2 weeks before the Course Commencement Date; or iii) Transfer of Course to another student for the same programme and same timeslot before the Course Commencement Date.	Full refund of unconsumed course fees less any bank or administrative charges.

Before the Course Commencement Date	
Request is made between 10-13 days prior to commencement of the programme	50% refund less any bank or administrative charges.
Request is made less than 9 days prior to commencement of the programme	No refund
After the Course Commencement Date	
Request is made for the following reasons: i) Permanent move to another country ii) Extended Medical Leave iii) Severe illness or death of a close family member iv) Compulsory activity in the student's place of study Supporting documents are required for all the above reasons.	75% refund of unconsumed fees less any bank or administrative charges.

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SUBMISSION AND PAYMENT TERMS

Registration forms can be submitted via:

- Fax (+65-68874221)
- Mail (**Creativedge Learning Pte Ltd**, Grand Copthorne Waterfront Hotel, 392 Havelock Road, #03-25, Singapore 169663)

For faxed registration forms, **there will be a tentative registration valid for three(3) working days upon receipt of application form.**

Cheque payment will have to be made within the three(3) working days for confirmation of registration. The tentative registration will be **rendered invalid** after the three(3) working days upon non-receipt of payment.

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

Registration Fees and Stationery Package of **\$15 is payable upfront** and is non-refundable.

Programme Fees of **\$270** needs to be made upon registration.

ENROLLMENT POLICY

Enrolment is on a first-come-first-served basis.

Creativedge Learning Pte Ltd reserves the right to not accept all enrolments

TO BE SIGNED BY PARENT

I have read all of the above and I agree to the terms of payment and enrolment/refund policies.

SIGNED by the Student's Parent / Guardian

Name:

Date: