



Livingstone Kolobeng College

APPLICATION FOR ADMISSION

P.O Box 403388 Gaborone,
Botswana Plot 37225, Block 8
Extension 38, Gaborone

Tel (+267)3161140
(+267) 3162208 Fax
:(+267)3161139
Website: www.lkc.ac.bw

Please attach 2 passport
size photos

SECTION 1: APPLICANT INFORMATION

To be completed by parent, (Please print in black or blue ink) precede

ALL APPLICANTS are required to sit an entrance test. Form 1 tests will be conducted during March of the year preceding their possible entry to the school.

Please Check the Form the applicant is applying for:

1

2

3

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5

Surname:			
Names:			
Date of Birth:	<i>(day/month/year)</i>		
Place of Birth:			
Gender:	Male <input type="checkbox"/>	Female <input type="checkbox"/>	<i>(please check where appropriate)</i>
Nationality:			
ID/Passport Number:			
Religion:		Home Language(s):	

SCHOOL HISTORY

Previous Schools Attended	Dates	Contact

Present Form:

Date when admission required:

Admission to Form:

Last school attended:

Class completed:

CONTACT DETAILS

Address of

Correspondence:

Residential Address:

ACHIEVEMENTS

Academics	Achievements	Extra Curricula Activities	Achievements

SECTION 2: PARENTS OR GUARDIANS

(Please state if either parent is a step-parent or if either parent is deceased)

Mother/Guardian I AM RESPONSIBLE FOR FINANCING THE SCHOOL FEES: Yes No

Name:		Title (Ms, Dr etc):	
Nationality:		ID/Passport Number:	
Name & Address of Employer:			
Occupation & Position held:			
Business Email address:			
Personal email address:			

<u>Tel:(home)</u>	<u>Tel:(business)</u>	Mobile:
Emergency Contact, Name & Address		

Father/Guardian

Name:		Title (Ms, Dr etc):	
Nationality:		ID/Passport Number:	
Name & Address of Employer:			
Occupation & Position held:			
Business Email address:			
Personal email address:			

<u>Tel:(home)</u>	<u>Tel:(business)</u>	Mobile:
Emergency Contact, Name & Address		

I AM RESPONSIBLE FOR FINANCING THE SCHOOL FEES: Yes No

SIBLINGS

Does the applicant have a brother or sister who
 (a) Attended Livingstone Kolobeng College
 (b) Attends Livingstone Kolobeng College

Name of sibling (s)

Form

IF THERE ARE SPECIAL CIRCUMSTANCES PLEASE NOTE THEM HERE:

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This application form should be submitted to the bursar together with a non refundable **P200.00** registration fee to the office at Livingstone Kolobeng College between 07:00hrs and 16:30hrs weekdays. 08:30hrs to 13:00hrs Saturdays.

Documents required for registration:

1. Copy of birth certificate/passport/Omang.
2. Copy of parents' ID/ passport
3. Copies latest school reports.
4. Transfer letter from last school attended.
5. Form 5 admissions will require last two term's reports.
6. Two passport size photos (color or black and white).

Documents Received Checklist

Application Fee Receipt no:	
Development Levy Receipt no	
Copies latest school reports	
Copy of birth certificate/passport/Omang	
Admission Documents	
Passport Size Photos	

CONDITIONS OF ADMISSION

1. The student shall follow all school rules and regulations as laid down in the prospectus and communicated to students and parents from time to time, see student code of conduct document.
2. Students will not be admitted to class unless school fees have been paid. All school fees should be paid before the start of the new term.
4. Dishonoured PD cheques will incur a penalty of P200.00.
5. **Any outstanding amount of fees after a final dead line incurs a 10% surcharge.**
6. A development fee and school fees should be paid on acceptance on admission at this school.
7. A term's written notice is required for your child to withdraw from Livingstone Kolobeng College or a term's School fees in lieu.
8. On leaving the school, the student is required to complete a clearance form, which should be signed by the School authorities.
9. Parents should come to school when required to discuss their children's progress.
10. Parents will support the school in cases of disciplinary action against their child.
11. I have read the student code of conduct and agree for my child to follow it in full and any amendment made from time to time by the school authorities.
12. Photos taken during the class time and activities can be used for the school advertising.
13. Parent (s) Guardian (s) have the responsibility of supervising their student (s) 'work at home. They are also expected to attend all parents- teachers' consultations.
14. The school reserves the right to make decision in promoting or retaining a student.

I agree to all of the above

Signature of the parent/ guardian: _____

Date: ___/___/___

If your child has any chronic health problems give details below

Family Doctor's Name and Phone

Number _____

Medical Aid Name and Number

Registration Fee Paid:	Receipt Number:	Date:
Deputy Principal's Comment	Principal's Comment	

FOR OFFICE USE ONLY

Date of Entrance Examination ___/___/___

REGISTRATION NO. _____