



Vision: To inspire excellence, cultivate character, and empower engagement locally and globally.

STUDENT APPLICATION FORM

Attach
Applicant's
Photo Here

This application must be signed by the Parent/Legal Guardian and submitted in original form together with the items listed on the checklist. (Please see Section J on the last page). **Applications submitted by fax or email will not be accepted.**

For Admissions Office Use Only	Date Received ____ / ____ / ____ (mm/dd/yy)																									
	<table border="0"> <tr> <td>Application/Processing Fee Received</td> <td>Assessment Fee Received</td> <td>Admission Assessment</td> </tr> <tr> <td><input type="checkbox"/> By Cheque</td> <td><input type="checkbox"/> By Cheque</td> <td>Date ____ / ____ / ____ (mm/dd/yy)</td> </tr> <tr> <td>Bank _____</td> <td>Bank _____</td> <td>Time _____</td> </tr> <tr> <td>Cheque No. _____</td> <td>Cheque No. _____</td> <td>Examiner _____</td> </tr> <tr> <td>Cheque Received _____</td> <td>Cheque Received _____</td> <td></td> </tr> <tr> <td><input type="checkbox"/> By Credit Card</td> <td><input type="checkbox"/> By Credit Card</td> <td></td> </tr> <tr> <td><input type="checkbox"/> By Bank Transfer</td> <td><input type="checkbox"/> By Bank Transfer</td> <td></td> </tr> <tr> <td>Amount _____</td> <td>Amount _____</td> <td></td> </tr> </table>	Application/Processing Fee Received	Assessment Fee Received	Admission Assessment	<input type="checkbox"/> By Cheque	<input type="checkbox"/> By Cheque	Date ____ / ____ / ____ (mm/dd/yy)	Bank _____	Bank _____	Time _____	Cheque No. _____	Cheque No. _____	Examiner _____	Cheque Received _____	Cheque Received _____		<input type="checkbox"/> By Credit Card	<input type="checkbox"/> By Credit Card		<input type="checkbox"/> By Bank Transfer	<input type="checkbox"/> By Bank Transfer		Amount _____	Amount _____		
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A. Applicant Information Please fill in as it appears on Passport or Birth Certificate

Applying to Grade _____ For the School Year _____

Applicant Name _____
(Surname) (Given) (Middle)

Common Name used at School _____ Chinese Name _____
(if any)

Male Female Date of Birth ____ / ____ / ____ Country of Birth _____
(mm/dd/yy)

Birth Certificate No. _____ Nationality _____

Passport No. _____ Expiry ____ / ____ / ____ HKID Card No. _____ (____)
(mm/dd/yy) (if any)

Ethnicity _____ Citizenship _____

Visa type Dependant Student Permanent Resident Visitor Other _____

Is the Applicant residing in Hong Kong? No Yes

If no, identify an available time for admission assessment ____ / ____
(mm/yy)

Home Language English Cantonese Mandarin Other _____

First Language English Cantonese Mandarin Other _____

Second Language English Cantonese Mandarin Other _____

Has the Applicant previously attended/applied for admission to CDNIS No Yes

If yes, which Grade(s) _____ School Year(s) _____

Brother(s)/ Sister(s) at CDNIS No Yes

If yes, _____
(Name of Sibling) (Grade) (School Year)

_____ (Name of Sibling) (Grade) (School Year)

Brother(s)/ Sister(s) applying with Applicant No Yes

If yes, _____
(Name of Applicant) (Applying to Grade) (For the School Year)

_____ (Name of Applicant) (Applying to Grade) (For the School Year)

B. Current School

Name of School _____

Does the School offer an IB Programme? No Yes

Grade(s) at this School _____ to _____ Period at this School _____ / _____ to _____ / _____
(mm/yy) (mm/yy)

School Address _____

Country _____ Website/Telephone No. _____

Main Language of Instruction English Chinese Other _____

Has the Applicant repeated or advanced any grade? No Yes If yes, which Grade(s) _____

If yes, please explain _____

Does the Applicant require special needs education? No Yes

If yes, please explain _____

C. Previous School

Name of School _____

Does the School offer an IB Programme? No Yes

Grade(s) at this School _____ to _____ Period at this School ____/____ to ____/____
(mm/yy) (mm/yy)

School Address _____

Country _____ Website/Telephone No. _____

D. Other Interests

Please give details of special interests and/or abilities that the Applicant has in the areas of sports or arts. List activities in which the Applicant has engaged.

E. Health

Please supply information regarding the Applicant's health and/or behaviour which might affect his/her performance in the classroom, or limits participation in physical education activities and/or field trips. Information on allergies and or medication(s) taken on regular basis must be provided.

F. Correspondence Address (please print)

Country _____ Telephone No. _____

Billing Address (if different from correspondence address) Parent 1's Company Parent 2's Company

Applicant lives with Both Parents Parent 1 Parent 2 Legal Guardian

Name of Legal Guardian _____
(please complete if Legal Guardian is not one of the Applicant's parents)

Contact of Legal Guardian _____
(Telephone No.) (Email Address)

G. Parent Information

Parent 1

Relationship to Applicant _____

Status

Married Remarried Separated

Divorced Single Widowed Deceased

Title

Miss Mr. Mrs. Ms. Dr. Prof.

Surname _____

Given Name _____

Middle Name _____

Common Name _____

Gender _____

Nationality _____

Alumnus of CDNIS Yes No

If yes, Year of _____

Company Name _____

Company Address _____

Office Telephone No. _____

Hong Kong Mobile No. (852) _____

Other Mobile No. _____

Email Address _____
(please provide one only)

Position Held _____

Professional Qualification(s) _____

Education Background

Degree(s) _____

Granted from _____

Parent 2

Relationship to Applicant _____

Status

Married Remarried Separated

Divorced Single Widowed Deceased

Title

Miss Mr. Mrs. Ms. Dr. Prof.

Surname _____

Given Name _____

Middle Name _____

Common Name _____

Gender _____

Nationality _____

Alumnus of CDNIS Yes No

If yes, Year of _____

Company Name _____

Company Address _____

Office Telephone No. _____

Hong Kong Mobile No. (852) _____

Other Mobile No. _____

Email Address _____
(please provide one only)

Position Held _____

Professional Qualification(s) _____

Education Background

Degree(s) _____

Granted from _____

H. Privacy Policy

Thank you for reviewing the privacy policy of Canadian International School of Hong Kong (CDNIS). We collect no personal information about you unless you choose to provide that information to us.

We pledge to meet, and where possible exceed, internationally recognized standards of personal privacy protection, in compliance with the Personal Data (Privacy) Ordinance of the Hong Kong Special Administrative Region ('the Ordinance').

CDNIS Privacy Principles

Please read the following Privacy Policy to understand how CDNIS uses the personal data we may collect from you. You can also review the Ordinance by following this link to the government's website. By selecting CDNIS for the education of your child(ren), and thereby providing personal data to us, you are consenting to the applications of this Privacy Policy and the collection, use, access, transfer, disclosure, storage and processing of your and your child(ren)'s personal information to the extent necessary to deliver educational programmes and adjunct services to the student as described in this Policy.

Personal Data we collect and hold

Personal data, which includes information supplied by current students/parents, prospective students/parents, former students (alumni), and other school contacts, is collected through student applications, student records, and other communications activities undertaken by or on behalf of CDNIS. CDNIS requests that personal information on students and related family members be used for the following purposes, including but not limited to: to support the development and delivery of the school's educational programmes; to meet legal and regulatory requirements regarding student records; for health and safety; for fundraising and related activities; to assess suitability for scholarships, bursaries and other financial awards, and to provide references in support of post-secondary or other applications by students. Student records are kept for purposes that include corresponding with, responding to and taking follow-up actions in respect of students, contacts, communications and alumni activities.

Security and Accuracy of Personal Data

To maintain the accuracy of the personal data, as well as to prevent unauthorised access and ensure the correct use of personal data, we have implemented appropriate physical, electronic and

managerial procedures to safeguard and protect the personal data we collect against unauthorized or accidental access, processing, erasure or other use. However, we rely on you to inform us of any errors or changes to such information. You may amend your personal data, as appropriate, via the Parent Portal, or please refer to the "How to Access or Update Your Personal Data" section below.

Disclosure and Transfer of Personal Data

CDNIS is an educational institution. As such, the personal data you submit to us in Hong Kong may be transferred, used, processed, stored and accessed worldwide (post-secondary applications, CAS Week excursions, etc) as we consider appropriate and only in relation to the delivery of our education programmes. In addition, we may disclose and transfer personal data for the delivering of school activities (CAS Week, ASA programme, etc), with government organizations (Centre for Health Protection, etc), other educational institutions and other persons who we consider appropriate, in connection with the services provided to or requested by you. By enrolling you child(ren) in CDNIS, you understand and consent to such transfer.

Retention of Personal Data

All personal data that has been collected from you will be retained for no longer than is required to fulfill the purpose (or any directly related purpose) for which the data was to be used, subject to legal, statutory and regulatory requirements mandating the retention of data.

How to Access or Update Your Personal Data

You may request access to and correct your personal data held by us. If you wish to obtain a copy of any of your personal data, if you believe the personal data relating to you which we collect and maintain is incorrect, or if you believe the personal data held by us was used beyond the scope of the purpose of use disclosed above or was acquired by fraudulent or unlawful means or provided to a third party without your prior consent, please write to us at the address below.

Parents may also check and update their personal data via the Parent Portal at anytime. A request for access or correction to, or deletion of personal data or for information regarding policies and practices and kinds of personal data held by us must be in writing and sent to us via registered postal mail. We may charge a reasonable fee for the processing of any data access request.

I. Parental Agreement

It is important that Parent(s)/Legal Guardian understand and agree to the following:

Students may not enrol in CDNIS unless one Parent or Legal Guardian is a full-time resident in Hong Kong. This Applicant will be living with at least one Parent or a Legal Guardian while enrolled in CDNIS.

Parent(s)/Legal Guardian give CDNIS permission to obtain records from the Applicant's current and previous schools.

Parent(s)/Legal Guardian are providing true and accurate information for this application. CDNIS reserves the right to restrict entry into, or withdrawal of a place from, the School.

CDNIS reserves the right to revoke an offer of admission if it is found that any relevant reports have been withheld.

Parent(s)/Legal Guardian understand data collected will be used for processing the admission application only.

Application/Processing fee is non-refundable, non-transferable and valid for the applied academic year only. Collection of the application/processing fee constitutes no assurance that a school place or an admission assessment will be offered.

In accordance with regulations of the Hong Kong Education Bureau and Hong Kong Immigration Department, all students joining CDNIS must hold a valid Hong Kong ID card and/or a valid passport with authorised residency status to be eligible for a place at CDNIS. A visitor visa does not entitle the holder to attend any school in Hong Kong.

I have read and understand the above Section H (Privacy Policy) and Section I (Parental Agreement).

Parent's/Legal Guardian's name (please print)

Relationship to Applicant

Signature

Date

J. Checklist

Items to be submitted with the application:

- Completed and signed application form
- One photograph attached to this application form
- Copy of Passport
- Copy of Birth Certificate
- Copy of valid Hong Kong Visa (if applicable)
- Copy of Hong Kong Identity Card (if applicable)
- Copy of school reports for the previous and current school years. If reports are not issued in English, please also provide a translated copy in English.
- A transcript (for Grade 10 and above applications)
- A non-refundable and non-transferable application/ processing fee made payable to "Canadian International School of Hong Kong Limited" (please refer to the fee structure for the application fee amount and method of payment). Please do not send cash or cash cheque.

Please submit application to:

Admissions Office
Canadian International School of Hong Kong
36 Nam Long Shan Road
Aberdeen
Hong Kong

School Main Line: (852) 2525 7088
Admissions Hotline: (852) 2240 6363
Admissions Facsimile: (852) 2580 2462
Email: admissions@cdnis.edu.hk
Website: www.cdnis.edu.hk