



PHILIPPINE SCHOOL DOHA

P.O. Box 19664 Doha, State of Qatar

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ENROLMENT RESERVATION FORM

OLD NEW RETURNEE

PSDI/RF/O12

To the School Registrar :

I would like to request reservation of enrolment in the Philippine School Doha for my child/children in the educational program indicated below:

Grade/Level	Name	Age	Date of Birth			Session Preferred (first-come, first-served basis)	Entrance Test Schedule
			mm	dd	yy		

PRESCHOOL (New Student - Birth Certificate copy (NSO) Required)

<input type="checkbox"/> NURSERY						<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
<input type="checkbox"/> KINDER						<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
<input type="checkbox"/> PREP						<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	

ELEMENTARY - HIGH SCHOOL (New Student - Birth Certificate copy (NSO) Required)

1)							
2)							
3)							
4)							
5)							

I agree to pay the **non-refundable reservation fee of One Hundred Qatari Riyal (QR 100.00)** per child which will be deducted from the school fees upon enrolment. Should I fail to enroll the abovementioned child/children within the period prescribed in the SCHOOL RESERVATION/ENROLMENT SCHEDULE for the school year 2012-2013, **the reservation made in consideration of this request shall be forfeited. (FOR STRICT IMPLEMENTATION)**

Amount enclosed : QR _____ for _____ child/children as reservation fee.

Name of Parent/Guardian:	Signature:	Tel. No.:	Mobile No.:
		e-mail:	

FOR OFFICIAL USE ONLY

Registrar:	Reservation No.:	Cashier:
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✂----- PLEASE CUT HERE AFTER THE RESERVATION SLIP DETAILS ARE COMPLETED -----✂

RESERVATION SLIP (COPY FOR PARENT/GUARDIAN)

Grade / Level	Name of Child/Children	Res. No./Entrance Test Schedule	Registrar:
1)			IMPORTANT Please bring this Reservation Slip during enrollment along with the official receipt issued by PSD.
2)			
3)			
4)			
5)			

RESERVATION PROCEDURE

OLD	NEW
1. Secure reservation form from the Registrar's office.	1. Secure reservation form from the Registrar's office.
2. Fill-out and submit the form to the Registrar's office.	2. Fill-out and submit the form to the Registrar's office.
3. Pay the reservation fee(non-refundable) to the Cashier (QR. 100.00).	3. Pay the reservation (non-refundable) and entrance test fees to the Cashier (QR. 150.00).
4. SUBMIT THE ACCOMPLISHED RESERVATION FORM TO THE REGISTRAR'S OFFICE.	4. Present the reservation form and receipt to the Guidance office for entrance test schedule.
	5. SUBMIT THE ACCOMPLISHED RESERVATION FORM TO THE REGISTRAR'S OFFICE.