



BENTHEL ASIA SCHOOL OF TECHNOLOGY, INC.

Peninsula Place, Sudtunggan Road, Basak, Lapu-lapu City, Phils.

Website: www.benthel-asia.com Email Add: info@benthelasia.edu.ph

REQUIREMENTS SUBMITTED:

- 2x 2 ID Picture (2pcs)
- Form 138/Report Card (Original)
- 1 copy Original NSO/PSA Birth Cert.
- 1 Photocopy of NSO/PSA Cert.
- Good Moral Certification
- Photocopy of Passport (For Foreigners)

Learner's Reference Number (LRN) _____

APPLICATION FOR SENIOR HIGH SCHOOL ADMISSION

DATE OF APPLICATION: _____ Grade/Year Level: _____ School Year: _____

Choose one track, then put a check mark in the box of your chosen strand.

ACADEMIC TRACK:

- Science, Technology, Engineering and Mathematics (STEM)
- Accountancy, Business and Management (ABM)
- Humanities and Social Sciences (HUMSS)
- General Academic Strand (GAS)

TECHNICAL VOCATIONAL LIVELIHOOD (TVL) TRACK:

- Information and Communications Technology (ICT)

Specialization:

- Animation
- Computer Programming

Semester (please check):

- 1st
- 2nd

PERSONAL DATA

STUDENT NAME: _____
(LAST NAME) (FIRST NAME) (MIDDLE NAME)

Mother's Maiden Name: _____ Father's Name: _____

Permanent Address: _____

Date of Birth (mm/dd/yyyy) _____ Sex: _____ Place of Birth: _____

Nationality: _____ Religion: _____ Civil Status: _____ Birth Order: _____

Email Address: _____ Contact Number: _____

SHS -VOUCHER TYPE

- A&E Test/PEPT/ALS Passer
 - Private ESC Completer
 - Public School Completer
 - Private Non-ESC Completer
- ESC ID Number: _____

Name of School:

Elementary: _____
Address: _____

Year Graduated:

Junior High School: _____
Address: _____

IN CASE OF EMERGENCY

Contact Person: _____ Contact Number(s): _____

Relationship: _____ Address: _____

POSSIBLE COLLEGE COURSE TO BE TAKEN: _____



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 Peninsula Place, Sudtunggan Road, Basak, Lapu-lapu City, Phils.
 Telefax: (032) 495 -6680/ 236 -1180 www.benthel-asia.com

FOR FOREIGN STUDENTS ONLY

Parents type of visa upon entry to the Philippines:

- Executive Order 408, 21 days Other VISA, Please specify _____

The Philippine Government requires a SPECIAL STUDY PERMIT instead of Student VISA for foreign students who are minors. Exempted from this requirement are children of parents with any of these VISA CATEGORIES. Please check the appropriate category and attached a photocopy of this visa

- Permanent foreign resident
- Alien with valid working visa
- Personnel from duly accredited international organizations residing in the Philippines (UNDP, ADB)
- Foreign Diplomat Personnel
- Special Retiree’s Resident VISA (SRRV)
- Special Investor’s Resident VISA(SIRV)

SCHOOL FEES:

TUITION: P _____
 NON-REFUNDABLE REGISTRATION FEE: P _____
 BOOKS/SUPPLIES: P _____
 UNIFORM: P _____
 MISC. EXPENSES: P _____
 OTHERS P _____
 TOTAL COST : P _____

- REQUIREMENTS SUBMITTED:** Birth Certificate(NSO Authenticated) 2x2Pictures(2pcs)
 Certificate of good moral character Report Card
 Passport /Visa

AS A PARENT/GUARDIAN OF THE ABOVE , I VERIFY THAT THE INFORMATION ON THIS ENTIRE INFORMATION SHEET IS CURRENT, THAT I WILL IMMEDIATELY INFORM THE SCHOOL OF ANY CHANGES IN THIS INFORMATION AND I WILL BE RESPONSIBLE FOR TUITION, FINES OR PENALTIES, ATTORNEY’S FEES & COURT COSTS RESULTING FROM A FALSIFIED INFORMATIONS GIVEN.

BAST POLICY ON TUITION CHARGES for all Learners:

(Revised Manual of Regulations for Private Schools, 8th Edition)

A student who transfers or otherwise withdraws in writing, within two weeks after beginning of classes and who has already paid the Tuition and other school fees in full, regardless of whether or not the student actually attended classes, the following policy applies:

- First week after start of classes - 10% charge on total amount due for them
- Within the second week after start of classes – 20% charge on total amount due
- After the second week after start of classes – 100% charge on total school fees

If the transfer or withdrawal is due to the following reasons:

- ✓ Going abroad
- ✓ Incapacity of student of going to school due to his/her illness. (This needs Doctor Certificate from a private clinic).

The student shall be charged the pertinent fees only up to and including the last month of attendance.

Withdrawal Procedure:

- A. A student choosing to withdraw from the school after the commencement of classes is to provide a written notice to the Director of the school. The notice must include the expected last date of attendance and be signed and dated by the student.
- B. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave beginning and ending. The withdrawal date will be the date the student is scheduled to return to from the leave of absence but fails to do so.
- C. A student will be determined to be withdrawn from the institution if the student misses seven consecutive instructional days and all of the days are unexcused.

CONFORME: _____ Date: _____
 (signature of parent/guardian over printed name)

THIS INFORMATION SHEET WILL BE IN STUDENT’S PERMANENT FILE IN SCHOOL OFFICE Revised: 07/05/11

