



# MOUNT KELLY

Boarding and Day School  
Boys and Girls, Aged 3-18

## Registration Form

Pupil Details	
First Name	
Middle Name(s)	
Surname	
Preferred First Name	
Date of Birth	
Proposed Date of Entry	
Nationality	<input type="checkbox"/> British <input type="checkbox"/> Other European - please specify: _____ <input type="checkbox"/> Non-European - please specify: _____
Current School	
Type of Attendance at Mount Kelly (tick)	Boarding <input type="checkbox"/> Weekly Boarding <input type="checkbox"/> Day <input type="checkbox"/>

Please attach a copy of the ID page of the applicant's current passport and their birth certificate.

Biological Parents' Details	Biological Father	Biological Mother
Title	Mr <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> _____	Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> _____
Name		
Mobile Number		
Home Phone Number		
Daytime/Work Number		
Email		
Home Address		Home Address same as Fathers <input type="checkbox"/> or:
Street		
Town		
County		
Post Code		
Country		
Profession		

(1) No boy or girl will be admitted without evidence of good conduct from his/her present school.

(2) Mount Kelly reserves the right to make necessary enquiries in order to prevent criminal activity. Any suspicions will be reported to the relevant authority under the Proceeds of Crime Act 2002, Terrorism Act 2000 and the Money Laundering Regulations 2007.

(3) The Head Master may at any time require the removal of a pupil if, in his opinion, it is in the best interests of the boy/girl, or of other pupils, or of the School, that he/she should leave. In such a case no fees are repayable for the term in which the pupil leaves.

(4) Payment for all pupils must be made before the first day of each term. All correspondence concerning fees should be addressed to the Bursar. Details of fees may be found on the website [www.mountkelly.com](http://www.mountkelly.com)

(5) A full term's notice of the withdrawal of a boy or girl must be given in writing to the Head Master. Failing such notice a full term's fees are payable.

(6) A guardian must be appointed for all overseas pupils, please ask for a copy of the School's Guardianship Policy for details.

(7) This form should be sent to the Admissions Manager with the Registration Fee of £100 (if a second child is registered at the same time, the joint registration fee remains at £100). Payment may be made by cheque, made payable to Mount Kelly Foundation, or by direct transfer:

NatWest Bank, Tavistock Branch, Bedford Square, Tavistock, Devon, PL19 0AQ, UK

IBAN:	GB56NWBK60214932106211
Swift Code:	NWBKGB2L
Sort Code:	60-21-49
Account number:	32106211
Account name:	Mount Kelly Foundation
Reference:	<u>Please ensure that the pupil's name is given as reference</u>

(8) All correspondence about entries should be addressed to the Director of Admissions. Telephone 01822 813193 or [admissions@mountkelly.com](mailto:admissions@mountkelly.com)

**We/I have read and fully accept the conditions outlined above.**

The information on this form will be processed and stored electronically for administrative and marketing purposes in accordance with the School's Privacy Policy.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

<b>FOR SCHOOL USE ONLY</b>	Passport copy received	<input type="text" value="Date"/>
	Registration on ISAMS	<input type="text" value="Date"/>
	Form copied to Bursary	<input type="text" value="Date"/>