



## CONTINUED ENROLMENT FORM 2017/2018

CHILD'S FULL NAME \_\_\_\_\_ NICKNAME (TO BE USED IN SCHOOL): \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ DATE ENTERED DD \_\_\_\_\_

Child's Swiss AHV (Social Security) number: \_\_\_\_\_  
Can be found on child's health insurance card

**NOTE: KINDERGARTEN ATTENDANCE IS OBLIGATORY AND LASTS FOR TWO YEARS.** Children who turn four (4) years of age by a predefined cut-off date enter Kindergarten at the beginning of the next school year. As of 2014, this cut-off date is being extended one half-month at a time until the date reaches July 31<sup>st</sup> by the year 2020. Due to these on-going changes, we advise you to consult the school authorities in your place of residence for confirmation of the specific cut-off date. Please note that Double Decker's cut-off date is already July 31<sup>st</sup>, which does not always comply with current local school regulations.

**YES**, my child will continue to attend Double Decker for the 2017/2018 school year commencing Monday, 21 August 2017.

**PLEASE INDICATE YOUR CHILD'S STATUS AS OF AUGUST 2017:**

Kindergarten A (1st year)     Kindergarten B (2nd year)     Pre-school

**SELECTED ENROLMENT OPTION** (include attached enrolment option form, page 2)

CHF \_\_\_\_\_ per month (based on 12 annual payments)

**NO**, my child will not attend Double Decker in the 2017/2018 school year.

Entering another school \_\_\_\_\_ enter name of school     Leaving Zurich \_\_\_\_\_ enter date of withdrawal

**THE FOLLOWING UP-DATED INFORMATION IS REQUESTED FOR THOSE CHILDREN CONTINUING IN 2017 / 2018:**

Mother's SURNAME \_\_\_\_\_ Father's SURNAME \_\_\_\_\_

Mother's FIRST NAME \_\_\_\_\_ Father's FIRST NAME \_\_\_\_\_

Street \_\_\_\_\_ Street \_\_\_\_\_

Zip / Town \_\_\_\_\_ Zip / Town \_\_\_\_\_

Tel (private) \_\_\_\_\_ Tel (private) \_\_\_\_\_

Tel (business) \_\_\_\_\_ Tel (business) \_\_\_\_\_

Tel (mobile) \_\_\_\_\_ Tel (mobile) \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

Profession \_\_\_\_\_ Profession \_\_\_\_\_

Employer \_\_\_\_\_ Employer \_\_\_\_\_

Nationality \_\_\_\_\_ Nationality \_\_\_\_\_

Child's sibling(s) & birth date(s) \_\_\_\_\_

**ENROLMENT OPTIONS AND TUITION**

**2017/2018 KILCHBERG**

THE FOLLOWING OPTIONS CAN BE SELECTED ACCORDING TO THE WISHES OF PARENTS AND IN AGREEMENT WITH DOUBLE DECKER'S CONDITIONS OF ATTENDANCE. SELECTIONS BY KINDERGARTEN 'B' CHILDREN WILL TAKE PRIORITY IF SPACES ARE LIMITED ON ANY GIVEN DAY. LUNCHES ARE INCLUDED IN ALL PROGRAMMMES.

OPTION	ATTENDANCE	MONTHLY	QUARTERLY
<input type="checkbox"/> <b>*FULL WEEK "PLUS"</b> <small>*Includes one (1) Holiday Camp per full school-year (non-cumulative), i.e., enrolment after August does not include a camp.</small>	5x 07:45-17:30	CHF 3'290.00	CHF 9'870.00
<input type="checkbox"/> <b>FULL WEEK</b>	4x 07:45-15:15 + 1x 07:45-13:15	CHF 2,390.00	CHF 7,170.00
<input type="checkbox"/> <b>3 FULL DAYS + 2 MORNINGS</b>	3x 07:45-17:30 + 2x 07:45-13:15	CHF 2,820.00	CHF 8,460.00
<input type="checkbox"/> <b>3 EXTENDED DAYS + 2 mornings</b>	3x 07:45-15:15 + 2x 07:45-13:15	CHF 2,310.00	CHF 6,930.00
<input type="checkbox"/> <b>2 FULL DAYS + 3 MORNINGS</b>	2x 07:45-17:30 3x 07:45-13:15	CHF 2,640.00	CHF 7,920.00
<input type="checkbox"/> <b>2 EXTENDED DAYS + 3 MORNINGS</b>	2x 07:45-15:15 3x 07:45-13:15	CHF 2,250.00	CHF 6,750.00
<input type="checkbox"/> <b>**5 MORNINGS</b>	5x 07:45-13:15	CHF 1,990.00	CHF 5,970.00
<input type="checkbox"/> <b>**4 MORNINGS</b>	4x 07:45-13:15	CHF 1,790.00	CHF 5,370.00
<input type="checkbox"/> <b>OTHER ARRANGEMENT:</b> <small>Kindly inform me of availability and cost of my above chosen arrangement</small>		CHF _____	CHF _____

PREFERRED DAYS:	07:45-13:15	07:45-15:15	*07:45-17:30
<input type="checkbox"/> Monday	<input type="checkbox"/> morning	<input type="checkbox"/> extended day	<input type="checkbox"/> full day
<input type="checkbox"/> Tuesday	<input type="checkbox"/> morning	<input type="checkbox"/> extended day	<input type="checkbox"/> full day
<input type="checkbox"/> Wednesday (Forest Morning)	<input type="checkbox"/> morning	-----	<input type="checkbox"/> full day
<input type="checkbox"/> Thursday	<input type="checkbox"/> morning	<input type="checkbox"/> extended day	<input type="checkbox"/> full day
<input type="checkbox"/> Friday	<input type="checkbox"/> morning	<input type="checkbox"/> extended day	<input type="checkbox"/> full day

\*FULL DAY CONSISTS OF SCHOOLING: MONDAY, TUESDAY, THURSDAY, FRIDAY 07:45-15:15 PLUS AN ADDITIONAL 2.25 HOURS OF AFTER-SCHOOL CARE UNTIL 17:30  
SCHOOLING: WEDNESDAY 07:45-13:15 PLUS AN ADDITIONAL 4.25 HOURS OF AFTER-SCHOOL CARE UNTIL 17:30

**REDUCTION ON TUITION FOR SIBLINGS ATTENDING DOUBLE DECKER DURING THE SAME SCHOOL YEAR:**

1<sup>st</sup> child full tuition      Child's name \_\_\_\_\_  
Please print clearly

2<sup>nd</sup> child 5% reduction      Sibling attending DD \_\_\_\_\_  
Please print clearly

3<sup>rd</sup> child 10% reduction      Sibling attending DD \_\_\_\_\_  
Please print clearly

PLEASE REFER TO THE SCHOOL WEBSITE FOR THE OFFICIAL SCHOOL CALENDAR AS WELL AS AFTER-SCHOOL ACTIVITIES AND SCHEDULED HOLIDAY CAMPS AT **www.doubledecker.ch**

Parents must have health, accident and liability insurance for their child. The school’s insurance does not provide this coverage for students.

Health & Accident Insurance \_\_\_\_\_ Liability Insurance \_\_\_\_\_  
Name of insurance company Name of insurance company

**THE ATTENDANCE OF KINDERGARTEN STUDENTS** must be in accordance with the Kindergarten guidelines and options offered by Double Decker. The **minimum days of attendance required** for enrolment in Double Decker Kindergarten is:

- a. **KINDERGARTEN A:** five (5) mornings and two (2) afternoons
- b. **KINDERGARTEN B:** five (5) mornings and three (3) afternoons

**A MINIMUM ATTENDANCE** of four (4) mornings per week is required by Double Decker for children registered in the **preschool** programme.

**A REQUEST FOR A CHANGE IN ATTENDANCE** during the school year needs to be agreed upon with the school Administrator; subsequently a “Change of Options” form must be submitted to Double Decker on the last day of any given month, three (3) months in advance of the agreed upon change.

**FINANCIAL TERMS**

**WRITTEN NOTICE OF WITHDRAWAL** from Double Decker is required three (3) months prior to one of the following acceptable dates of cancellation (does not include the first month’s trial period).

- 31 December withdrawal notice required no later than 30 September
- 30 April withdrawal notice required no later than 31 January
- 31 July withdrawal notice required no later than 30 April\***

**IMPORTANT:** \*Notice received later than 30 April requires payment of full tuition through December of the same year.

**TUITION** is calculated on a twelve-month basis and is invoiced quarterly. Full fees must be paid up to and including the acceptable withdrawal dates defined above. Early withdrawals (with formal written notice) are accountable for payments of fees up to and including 31 December, 30 April and/or 31 July. Please note that fees are subject to change, notice of which will be given in advance of the official dates of withdrawal. Childcare outside of registered school hours (i.e., late pick-up) will be charged CHF20.00 per quarter hour or any part thereof.

**AGREEMENT TO TERMS AND CONDITIONS**

I have read the admission policy and agree to all terms and conditions stated therein. I understand that the request for the selected option is dependent upon availability, and will be confirmed within four (4) weeks of receipt of this application.

We accept that the agreement between ourselves and Double Decker Bilingual PreSchool GmbH shall be governed by and construed in accordance with the laws of Switzerland. All disputes arising out of or in connection with our agreement with Double Decker shall be subject to the exclusive jurisdiction of the competent Courts at the registered offices of Double Decker Bilingual PreSchool GmbH.

- Yes, I agree to the conditions of enrolment, commencing Monday, 21 August 2017.  
 Preferred option of enrolment is indicated on page 2 (attached) of this registration form.
- As stated, my child will not attend Double Decker in the 2017/2018 school year.
- Please continue to send me information about future Holiday Camps and After-school Activities.

Preferred email address for correspondence:  Mother’s  Father’s  both

Preferred language for correspondence:  English  German  both

Place / Date \_\_\_\_\_ Signature \_\_\_\_\_  
Mother or Legal Guardian

Place / Date \_\_\_\_\_ Signature \_\_\_\_\_  
Father or Legal Guardian

**Child’s Full Name** \_\_\_\_\_  
Please print clearly