



LA MULATA 1, SOSUA, PUERTO PLATA
REPUBLICA DOMINICANA
TEL: 809 571-3271 ~ FAX: 809 571- 1904

INTERNATIONAL SCHOOL OF SOSUA

STUDENT PRE-REGISTRATION PROCESS

Formulario de Pre- Inscripción del Estudiante

School Year 2010-2011

NOTE – one form per child

STEP I: Please provide the following information. *Por favor llenar lo siguiente information.*

Date of Pre-Registration <i>Fecha de Pre-Inscripción</i>	____/____/____ M D Y	Pre-Registration Grade <i>Inscripción para Grado</i>	
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STUDENT INFORMATION / INFORME SOBRE EL ALUMNO

LAST NAMES <i>Apellidos</i>		Gender - Sexo	M	F
FIRST/MIDDLE NAMES <i>Primer/Segundo Nombre</i>		DATE OF BIRTH <i>Fecha de Nacimiento</i>	____/____/____ M D Y	
GUARDIAN NAME	NAME OF FATHER/ <i>Nombre del Padre</i>	NAME OF SPOUSE/ <i>Nombre del Esposo</i>		
Blood Type	Blood type	Blood type		
ADDRESS <i>Dirección</i>	_____	_____		
PHONE NUMBERS	HOME: CELL: OTHER/Otros:	HOME: CELL: <i>OTHER/Otros:</i>		
E-MAIL	E-MAIL:	E-MAIL:		

STEP II: In order to complete the Pre-Registration process, ISS must ensure that each child (family) has an up-to-date student file and has completed all financial obligations for the current school year.

	Verification	Signature
Student Files Complete (DR Ministry of Education and AdvancED requirements)	Academic Secretary (Amarelis Nolasco)	
Accounting	Business Manager (Gina Gonzalez)	

STEP III: In order to complete the Pre-Registration process, parents must select one of three payment options (1=full payment, 2=ten payment plan beginning in March, 3=Registration + 10% of Tuition).

	Pre-Registration Option (1-2-3)	Verification	Signature
Pre-Registration Payment Completed		Business Manager	

NOTE – Registration is finalized when the child passes all learning objectives, therefore is officially promoted to the next grade level (June-August) and all bills are paid in full.

By signing this document, the parent acknowledges that they have read and understand the ISS POLICIES AND PROCEDURES CONCERNING PAYMENTS AND REFUND OF FEES:

Guardian's Signature Date _____
Director's Signature Date