

# HOK ADMISSIONS CHECK LIST 2017/2018

## 好思之家报名资料一览表

### Dear Parents,

Thank you for considering HoK for your child's education. In order to help your application be efficient and effective, please submit the following forms and documents.

- 1. A completed Student Application Form (with applicant's picture)
- 2. A signed School Withdrawal and Refund policy
- 3. References and reports from previous schools attended and full contact information (if necessary)
- 4. Payment of Registration Fee and Deposit (A place will only be reserved upon receiving the payment of Registration Fee and Deposit)
- 5. A completed Health Form (completed no more than 3 months prior to the child's first day of school), by a designated hospital (BJU Lido and SanLiTun hospital for Victoria Gardens Campus; BJU and Heping hospital for QuanFa Campus)
- 6. A completed Medical Record and Authorization Form
- 7. A completed Designated Hospital Form
- 8. Photocopy of the child's medical insurance card or policy
- 9. Photocopy of mother's and child's passports
- 10. School Bus Application Form (if necessary)
- 11. Direct Billing Information Form (if necessary)
- 12. Passport-size photograph of the parents or guardians for pick up cards (2 for free, additional cards 20RMB of each)
- 13. Health Record, only necessary for child(ren) with a Beijing Hukou (Chinese Passport holder only)

### 亲爱的家长们，

感谢您为孩子的教育选择好思之家。为了便捷地完成报名手续，请按下列内容提供资料。

- 1. 入学申请表（附带学生照片）
- 2. 退款退费规定表
- 3. 之前学校或幼儿园的推荐信或发展报告，含带学校联系人信息（如有需要）
- 4. 报名费与押金的付款（学校只有收到报名费与押金后，才会为儿童预留一个所选班级的位置）
- 5. 经指定医院出具的体检单，入学前3个月内有效（维多利亚校区指定医院为丽都和睦家及三里屯社区卫生所，泉发校区指定医院为和睦家及和平医院）
- 6. 医疗记录表
- 7. 首选就医机构表
- 8. 儿童的医疗保险卡或资料复印件
- 9. 母亲与儿童的护照或身份证复印件
- 10. 校车申请表（如有需要）
- 11. 学费公司直接支付信息表（如有需要）
- 12. 家长或监护人2寸照片，用于制作接送卡（两张免费，其余20元一张）
- 13. 北京市儿童保健记录，仅北京市户籍的孩子需要提供

