

# House of Knowledge Application Checklist 2018/2019

## 2018-2019 学年好思之家报名资料一览表

Dear Parents,  
亲爱的家长们,

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

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

1. A completed Application Form  
填写完成的入学申请表
2. A signed Withdrawal and Refund Policy  
签名的退款退费规定
3. References and reports from previous schools attended and full contact information (if applicable)  
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. Payment of Application Fee and Deposit (A place will only be reserved upon receiving the payment of registration fee and deposit)  
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. 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 Shunyi Campus)  
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. A completed Medical Record and Authorization Form  
完整的医疗记录表
7. A completed Designated Hospital Form  
填写完成的首选就医机构表
8. Photocopy of the child's medical insurance card or policy  
儿童的医疗保险卡或资料复印件
9. Photocopy of parents' and child's passports (Foreign passport holder);  
Photocopy of parents' and child's Hukou (Chinese passport holder)  
父母和孩子的护照复印件(外国籍);父母和孩子的户口复印件(中国籍)
10. Passport photo of child  
护照尺寸的学生照片
11. School Bus Application Form (if necessary)  
校车申请表(如有需要)
12. Direct Billing Information Form (if necessary)  
学费公司直接支付信息表(如有需要)
13. Please send 2 digital photos with white background of the parents or guardians for pick up cards to: [design@hokschools.com](mailto:design@hokschools.com) with the full name of the two persons to pick up the child, the child's full name, class name, relationship with the child (First 2 cards are complimentary, additional cards RMB30 of each).  
请发送2位接送人的白底电子版照片至: [design@hokschools.com](mailto:design@hokschools.com) 用于制作家长接送卡。同时请在邮件中写明:2位接送人的姓名、孩子的姓名、孩子的班级、孩子与接送人的关系(前2张免费,其余30元每张)。
14. Vaccinations record, only necessary for child with Chinese passport  
疫苗接种手册(仅中国籍的孩子需要提供)