



BRIGHTON COLLEGE  

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(SINGAPORE)

# APPLICATION FOR ADMISSIONS



# BEGINNING YOUR APPLICATION TO BRIGHTON COLLEGE (SINGAPORE)

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I am delighted that you are seeking to enrol your son or daughter at Brighton College (Singapore). By completing the information that follows you will support our team in understanding enough information about your child and family to enable us to begin the application process.

Please complete one form per child. If you need any support, please contact our Admissions Team who will be very happy to help you via [enquiries@brightoncollege.sg](mailto:enquiries@brightoncollege.sg) or by calling us on +65 6505 9790.

All applications will be reviewed by our Academic Leadership Team and further age-appropriate assessments will be required before an offer can be made. While we actively support applications from a diverse pupil body, a place will only be offered if it is felt that a child will thrive and be successful at the school.

Following a successful assessment and if all other requirements have been fulfilled, our Admissions Team will send you a formal offer.

My team and I look forward to welcoming you and your family to the Brighton College community.

Yours sincerely,

Paul Wilson  
Head Master, Brighton College (Singapore)

# CHILD'S INFORMATION

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Family Name: \_\_\_\_\_

Child's first name: \_\_\_\_\_

Middle / other name(s): \_\_\_\_\_

Preferred name (if applicable) : \_\_\_\_\_

Gender:                                      Male                                      Female

Date of Birth (dd/mm/yyyy): \_\_\_\_\_

Nationality: \_\_\_\_\_

Passport Number: \_\_\_\_\_

Date of Expiry: \_\_\_\_\_

Current / Expected Visa Type (please choose one)

Student Pass              Dependant Pass              Long-Term Visit Pass              Permanent Resident

If your child already holds one of these visa types, please share the following information:

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

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

# ADDRESS

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Address line 1: \_\_\_\_\_

Address line 2: \_\_\_\_\_

State / County: \_\_\_\_\_

Postcode: \_\_\_\_\_

Country: \_\_\_\_\_

# PARENT INFORMATION

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## PARENT / GUARDIAN 1:

Salutation (choose one):      Mr      Mrs      Ms      Mdm      Dr      other

Family name: \_\_\_\_\_

First name: \_\_\_\_\_

Middle / other name(s): \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_

Gender:                      Male                                      Female

Nationality: \_\_\_\_\_

Daytime telephone number: \_\_\_\_\_

Mobile telephone number: \_\_\_\_\_

Contact email: \_\_\_\_\_

## PARENT / GUARDIAN 2:

Salutation (choose one):      Mr      Mrs      Ms      Mdm      Dr      other

Family name: \_\_\_\_\_

First name(s) : \_\_\_\_\_

Middle / other name(s): \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_

Gender:                      Male                                      Female

Nationality: \_\_\_\_\_

Daytime telephone number: \_\_\_\_\_

Mobile telephone number: \_\_\_\_\_

Contact email: \_\_\_\_\_

# CHILD'S SCHOOL HISTORY

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Current (most recent) school: \_\_\_\_\_

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

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

Current year level: \_\_\_\_\_

Language of instruction: \_\_\_\_\_

Name of contact at school: \_\_\_\_\_

Email of contact at school: \_\_\_\_\_

Phone number: \_\_\_\_\_

Address of school: \_\_\_\_\_

\_\_\_\_\_

Country: \_\_\_\_\_

Previous school: (if applicable) \_\_\_\_\_

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

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

# ENTRY TO BRIGHTON COLLEGE (SINGAPORE)

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Expected start date: \_\_\_\_\_

Expected year level: \_\_\_\_\_

Days applied for (applicable to Pre Nursery / Nursery only):

5 half days

3 full days

4 full days

5 full days

Has your child attended a Brighton College or another Cognita School before: Y      N

If yes, please specify: \_\_\_\_\_

# CHILD'S ACADEMIC, LANGUAGES AND HEALTH INFORMATION:

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## ACADEMICS:

Has your child ever received support from specialist providers? Y N

Has your child ever been tested for a learning disability? Y N

Has your child ever been suspended / withdrawn from or denied admission to a school? Y N

If you have answered Yes to any of the above, please expand further in the box below and provide additional supporting information to your Admissions Manager:

## LANGUAGES:

Child's first language: \_\_\_\_\_

Child's mother tongue (if different from above): \_\_\_\_\_

Child's proficiency in English:

Beginner      Intermediate      Advanced      Native speaker

Other languages spoken / understood: \_\_\_\_\_

## MEDICAL INFORMATION

Does your child have a medical / physical disability? Y N

Does your child have a health condition we should be aware of? Y N

If you have answered Yes to any of the above, please expand further in the box below and provide additional supporting information to your Admissions Manager:

# SIBLINGS

(PLEASE COMPLETE THE BELOW IF YOU HAVE ALSO APPLIED FOR OTHER CHILDREN IN YOUR FAMILY )

Sibling 1 name: \_\_\_\_\_  
Date of Birth (dd/mm/yyyy): \_\_\_\_\_  
Sibling 2 name: \_\_\_\_\_  
Date of Birth (dd/mm/yyyy): \_\_\_\_\_  
Sibling 3 name: \_\_\_\_\_  
Date of Birth (dd/mm/yyyy): \_\_\_\_\_

# PAYMENT INFORMATION

Who will be responsible for your child's fees:

Parents                      Employer                      Both

If employer, please provide:

Company name: \_\_\_\_\_  
Company contact name \_\_\_\_\_  
Email address: \_\_\_\_\_

Please note that if your employer will be responsible for part or all of your child's school fees, they will be required to complete an Employer Letter of Guarantee.

# YEAR LEVELS

YEAR LEVELS AND AGE CUT OFFS FOR THE ACADEMIC YEAR 2020 / 2021

YEAR GROUP	CHILD'S AGE (on 1 September 2020)
Pre-Nursery	18 months – 3 years
Nursery	3 years
Reception	4 years
Year 1	5 years
Year 2	6 years
Year 3	7 years
Year 4	8 years

# APPLICATION PROCESS

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## Step 1

Prospective students need to submit all required forms and documents to us via [enquiries@brightoncollege.sg](mailto:enquiries@brightoncollege.sg) and pay the non-refundable Application Fee of \$1,000 in order to be considered for admission. Applications are considered in chronological order of receipt. Each applicant is reviewed individually and independently.

## Step 2

Once the required forms and documents have been submitted and the Application Fee has been received, the Admissions Team will support you with the assessment requirements, following which the Academic Leadership Team will review the application. Families will be notified by email of the outcome.

## Step 3

If a place is offered, a return email acceptance of a place must be received, together with payment of the **Enrolment Fee** within 14 calendar days. If the Enrolment Fee is not received within the invoice period, priority may be given to other applicants. Early payment is therefore encouraged to avoid disappointment.

## Documents to be submitted along with your child's completed application form:

1. Application Fee for each child
2. Photocopy of passport
3. Official transcripts or report cards for the current year and two years prior to current year level, if applicable (officially translated and notarized if not already in English)
4. School Reference Form, completed by your child's teacher, if applicable (officially translated and notarized if not already in English)
5. Photocopy of Birth Certificate (officially translated and notarized if not already in English)
6. Employment Letter of Guarantee (if employer is paying all or part of the child's school fees)
7. Electronic passport photo



# TERMS AND CONDITIONS

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## School Fee Refund Policy

**The Application Fee** is a one-off fee and is strictly non-refundable or transferable.

Both the **Enrolment Fee** and the **Development Fund** are one off fees and non-refundable and non-transferable, except in the following circumstances:

- 1) Brighton College (Singapore) (BCS) is unable to offer a place to a student applicant due to denial of approval by the relevant Singapore authorities;
- 2) BCS is unable to offer a place to a student applicant due to waitlist for the relevant year level and the student applicant elects not to be placed on the waitlist;
- 3) BCS is unable to offer a place to a student applicant due to sibling priority policy as published by BCS; or
- 4) The Student applicant does not meet the eligibility criteria for enrolment at BCS.

The Enrolment Fee and the Development Fund will be refunded in full in the event a student applicant cannot be accepted at BCS for the reasons set out in 1) to 4), as determined by BCS in its sole discretion.

The **Facility Fee** is an annual recurring fee and is payable with the first term's tuition fee and prior to the commencement of the first day of term.

The **Tuition (Course) Fees** are payable prior to the commencement of the first day of term, and thereafter as per the Tuition Fee schedule.

Refund of Tuition Fees and the Facility Fee will apply, as per the school's general Terms and Conditions and the Student Contract.



# BRIGHTON COLLEGE

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## (SINGAPORE)

BRIGHTON COLLEGE (SINGAPORE), 1 Chuan Lane, Singapore 554299

[www.brightoncollege.edu.sg](http://www.brightoncollege.edu.sg) | +65 6505 9790 | [enquiries@brightoncollege.sg](mailto:enquiries@brightoncollege.sg)

Brighton College (Singapore) is registered by the Committee for Private Education (CPE), part of SkillsFuture Singapore (SSG).  
CPE Registration Number 201904884D. Period of registration: 14 October 2019 to 13 October 2023.