



## CORSA AND PARTNERS BOARDING SCHOOL COMPLEX (CAPSCO)

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*Sefwi Bekwai, Western North Region*

### Admission Form – 2025/26 Academic Year

#### Section A – Student Information

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Full Name:.....  
Date of Birth (mm/dd/yyyy):.....  
☐ Male ☐ Female  
Place of Birth:.....  
Nationality:.....  
Home Address:.....  
Email (if any):.....  
Phone (if any):.....  
Admission into Class (e.g. nursery, KG, class 5, JHS 1):.....

#### Section B – Parent/Guardian Information

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Full Name of Parent/Guardian:.....  
Relationship to Student:.....  
Phone Number:.....  
Email Address:.....  
Occupation/Profession:.....  
Home Address:.....

#### Section C – Previous School Information (For Transfers Only)

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Previous School Name:.....  
Last Class Attended:.....  
Reason for Transfer:.....

## Section D – Required Documents

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Required Documents	Tick (✓)
Two (2) recent passport-size photographs	<input type="checkbox"/>
Copy of student's birth certificate	<input type="checkbox"/>
Previous academic report (for transfers)	<input type="checkbox"/>
Transfer letter (for transfers)	<input type="checkbox"/>

## Section E – CAPSCO Rules & Regulations

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### **Respect for Authority and Peers**

- Students must respect teachers, staff, and fellow students.
- No insults, bullying, or disrespectful behavior tolerated.

### **Discipline and Conduct**

- CAPSCO holds discipline as a core value.
- Students are expected to behave well both inside and outside school.

### **Attendance and Punctuality**

- Regular attendance and punctuality are mandatory.
- Absences must be reported by parents with valid reasons.

### **Academic Diligence**

- Students must complete assignments and participate actively.
- Cheating in exams or assignments is strictly prohibited.

### **School Property**

- Students must take care of school property.
- Damages caused by negligence will be charged to parents.

### **Uniform and Appearance**

- Students must wear the approved school uniform neatly.
- Unauthorized hairstyles or accessories are not permitted.

### **Parental Commitment**

- Parents must support school policies and cooperate with teachers.
- Fees must be paid promptly each term.

### **Section F – Declaration / Undertaking**

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By signing this form:

- We (parent/guardian and student) confirm that we have read and understood the CAPSCO Rules & Regulations above.
- We agree to abide by all policies of the school.

Signature of Student: Date:.....

Signature of Parent/Guardian: Date:.....

*All applicants/parents must read carefully before signing/ticking the undertaking.*