



Please attach a
current passport
sized photo

CARROLL PREPARATORY PRIMARY & PRESCHOOL

APPLICATION FORM

Student ID _____

1. STUDENT DETAILS				
Name:	Middle name:	Surname:	Nickname:	
Full name in Thai:		Nickname in Thai:	☐ Male ☐ Female	
Date of birth:	Nationality:	First Language:	Language spoken at home: Other languages spoken:	
Religion:	Passport No:	Passport held:	Thai ID No:	
Current School:		Name of ☐ sibling ☐ cousin currently at Carroll Prep:		
Main language of instruction at school:				
Apply for Academic: Year/Term: Year group School Bus: ☐ One way ☐ Return		Has your child attended any Carroll Prep program? ☐ Yes ☐ No Premium Class, date (from-to): Nursery, date (from-to): Kindergarten, date (from-to):		
2. PREVIOUS SCHOOL(S) ATTENDED (LAST 3 PREVIOUS SCHOOLS)				
School	Town/County	Date of Attendance (from-to)	Year/Grade (from-to)	Language of instruction
3. Details of the student's sibling				
No.	Name - Surname	Gender	Age	School

4. PARENT OR CARER DETAILS			
Father's name:		Mother's name:	
ID/Passport No:	Nationality:	ID/Passport No:	Nationality:
Occupation:	Business Type:	Occupation:	Business Type:
Total monthly family income: ☐ Lower than100K ☐ 100K-200K ☐ 200K-300K ☐ More than 300K			
Company name: Address: Tel:		Company name: Address: Tel:	
Home address: Tel:		Home address: Tel:	
Email:		Email:	
Mobile No:		Mobile No:	

Contact details	Father	Mother	Other (Please indicate name, mobile and email)
First contact person	☐	☐	
Second contact person	☐	☐	
If parents are not living together , please indicate who your child live with:	☐	☐	

Student Pick Up Authorization Person	Father	Mother	Other (Please indicate name, mobile and email)
Permanent 1	☐	☐	
Permanent 2	☐	☐	
Emergency Person	☐	☐	

5. ACADEMIC INFORMATION (If you have answered Yes to any questions, please give details and submit all requested evidence)		
Your child's favorite subject(s) 	Most successful subject(s) 	Weakest subject(s)
▪ What are your educational goals for your child		
▪ Please list your child's skills, interests, talents, school awards received (e.g. sport, music, membership of clubs, school teams, etc.)		

▪ Has your child ever been placed in a class above or below his/her chronological age?	Yes ☐	No ☐
▪ Has your child ever attended special classes because of an exceptional talent?	☐	☐
▪ Does your child have any special needs?	☐	☐
6. MEDICAL NEEDS		
▪ Please mention any medical condition that might affect your child's life at school:		
▪ Please indicate any information which might affect your child's performance in the classroom during PE lessons, etc.		
▪ Is your child on any prescription drugs? If yes, please indicate:		
▪ Has your child ever had any kind of specialist educational assessment other than normal school reports? ☐ Yes ☐ No If yes, please give details:		
7. FURTHER INFORMATION		
▪ Will you allow your telephone number to be given to the Friends of Carroll Prep, our Parent Teachers Association?	Yes ☐	No ☐
▪ Will you allow photographs of your child taken in school to be used for marketing purpose on Carroll Prep website and social media?	☐	☐
▪ How did you hear about Carroll Prep? ☐ Facebook Page (Please specify the page name.....) ☐ Friend ☐ Relative ☐ Website ☐ Advertisement ☐ Other:		
▪ What is your primary use of social media platforms? ☐ Facebook ☐ Website ☐ TikTok ☐ Instagram ☐ Twitter ☐ Magazines/Newspapers ☐ Other:		
▪ Activities of you and your child during the holidays ☐ Shopping mall ☐ Cafe & Playground ☐ Museum/Aquarium ☐ Club, please specify ☐ Theme Park/Water park/Zoo ☐ Other activities in other provinces ☐ Other:		
Please rank these important factors from highest to lowest. 1 Highest 2 High 3 Moderate 4 Low 5 Lowest		
When you look at a school, which factors are most important to you? Academic Happiness Safety Class Size Native Speakers		
Remark these language in order of important: English Thai Chinese Spanish Other		
Why did you choose Carroll Prep? Price Location Reputation Method Design, Facility		

8. PARENTS' STATEMENTS (To be completed by parents/guardian of the student)
Has your child ever had any discipline problems or issues? If yes, please indicate further details.
Does your child have any other problems or condition which you think the teachers should know about? (e.g. anxiety, restless sleep, bed-wetting, anger management) If yes, please give details.
What activities, hobbies, or interests does your child like?

9.DECLARATION									
I certify that the information given in this application and in the supporting documents is accurate and complete. I understand that any false or misleading statements will result in the rejection of the application, or the need to review my child's smooth transition through the School if they have already been admitted. I understand and agree to the Terms and Conditions of the Schedule of Fees and Charges that no refund of the deposit will be given unless one full term's notice is submitted in writing on the Withdrawal Form to the Head of School, if my child leaves the School. Please note: - If parents are not living together, please attach copies of any Legal documents relating to the care of this student. - In the case of parent separation, Legal parents must accept responsibility of school fees.									
<table border="1"> <thead> <tr> <th>Father</th> <th>Mother</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Full name:</td> <td></td> <td></td> </tr> <tr> <td>Signature:</td> <td></td> <td></td> </tr> </tbody> </table>	Father	Mother	Date	Full name:			Signature:		
Father	Mother	Date							
Full name:									
Signature:									
10. ADDITIONAL INFORMATION (Please use this space if you have any additional information to support your application of admission)									

TERM AND CONDITION

OF

SCHEDULE OF FEES AND CHARGES – ACADEMIC YEAR 2024-2026

CARROLL PREP

Application Fee THB 5,000 non-refundable, to be paid prior to or on the assessment date in order to reserve a seat in class.

Admission Fee THB 150,000 non-refundable, payable upon acceptance of the student and before he/she is admitted to the school in order to confirm a seat in class. Students who are children of alumni receive a THB 20,000 discount on the Admission Fee.

Deposit THB100,000 refundable. The deposit is payable upon acceptance of the student and before he/she is admitted to the school. Refunds will be processed after the student has completed the resignation form and the school has confirmed receipt of the form. Refund Timing will be processed two rounds please kindly read the information of refund policy.

NOTE: The initial fees (Admission fee, Deposit fee) must be paid within 7 working days to secure your child's place.

Tuition Fees

Tuition Fees 2024				
Tuition Year Group	Age	Annual Fees (THB)	Term 1 Installment (February)	Term 2 Installment (September)
Kindergarten 0	2 years old	220,000	120,000	100,000
Kindergarten 1	3 years old	220,000	120,000	100,000
Kindergarten 2	4 years old	220,000	120,000	100,000
Kindergarten 3	5 years old	220,000	120,000	100,000
P1	6 years old	235,000	125,000	110,000
P2	7 years old	235,000	125,000	110,000
P3	8 years old	235,000	125,000	110,000
P4	9 years old	257,000	135,000	122,000
P5	10 years old	257,000	135,000	122,000
P6	11 years old	257,000	135,000	122,000

Tuition Fees 2025				
Tuition Year Group	Age	Annual Fees (THB)	Term 1 Installment (February)	Term 2 Installment (September)
Kindergarten 0	2 years old	235,000	125,000	110,000
Kindergarten 1	3 years old	235,000	125,000	110,000
Kindergarten 2	4 years old	235,000	125,000	110,000
Kindergarten 3	5 years old	235,000	125,000	110,000
P1	6 years old	252,000	130,000	122,000
P2	7 years old	252,000	130,000	122,000
P3	8 years old	252,000	130,000	122,000
P4	9 years old	275,000	150,000	125,000
P5	10 years old	275,000	150,000	125,000
P6	11 years old	275,000	150,000	125,000

Tuition Fees 2026				
Tuition Year Group	Age	Annual Fees (THB)	Term 1 Installment (February)	Term 2 Installment (September)
Kindergarten 0	2 years old	251,000	136,000	115,000
Kindergarten 1	3 years old	251,000	136,000	115,000
Kindergarten 2	4 years old	251,000	136,000	115,000
Kindergarten 3	5 years old	251,000	136,000	115,000
P1	6 years old	270,000	140,000	130,000
P2	7 years old	270,000	140,000	130,000
P3	8 years old	270,000	140,000	130,000
P4	9 years old	294,000	155,000	139,000
P5	10 years old	294,000	155,000	139,000
P6	11 years old	294,000	155,000	139,000

Extra Activities

Extra Activities	Time	Per Term (THB)	Per Day (THB)
Before school care	07.00 - 07.59	7,500	100
After school care	16.01 – 17.00	7,500	100
Premium Class *(39,900THB) 10% Discount for Carroll Prep student	17.01 – 18.00	35,910	500
Art, Drama, Craft, Music, Clubs, Languages	-	-	Varying Fees

Sibling Discount

Discount on Tuition will be applied for siblings who are in the school at the same time as follows:

Second and third child	5% for that child
Fourth child and subsequent children	10% for each such child

Annual Payment Discount

The school provides the opportunity of prepaying the full year's fees in one lump sum and will grant a discount of 3% discount provided the total year's fees less the discount is received before the due for the Term 1 installment. Please contact the Accounts Office; admissions@carrollprep.ac.th to obtain the full year invoice inclusive of the 3% discount.

Waiting List Fee

THB 50,000 once only for any student who has passed the admission assessment and is placed on the school's waiting list. When a place becomes available, there is no additional Admission Fee to pay. If a place is not available within 12 months of being placed on the waiting list, the school will refund the Waiting List Fee in full, or you can request to remain on waiting list and the Waiting List Fee will be refunded at a later date if the place is not available.

Meals

Carroll Prep serves lunch and all-day snacks.

Uniform

Uniform can be purchased from the school shop, which also has a range of accessories, stationery, and other materials. Students are required to wear school's socks.

Textbooks

Textbooks are provided free of charge for all years.

Expeditions and Trips

All year groups from Year 1 upwards have a compulsory residential trip each year. Charges for the expeditions will be billed prior to the event taking place. In addition, there will be other opportunities for other expeditions, camps, culture visits, sporting and outdoor pursuits throughout the year. Costs will be billed when these additional events take place. There will be no refund for these trips and expeditions other than at the sole discretion of the principal and only recoverable, non-shareable costs will be refunded.

Learning Support

Individual students may require additional learning support sessions based on recommendation from homeroom teachers.

Examination/Study Leave

Examination Fees, regardless of the number of examinations taken, will be charged for TOEFL Primary candidates, the maximum charges are as follows:

Tuition Year Group	P1-P6
Examination Fees (THB)	1,500

Group Personal Accident Insurance

The school's group personal accident insurance policy covers each student up to THB 10,000 for each medical expense bill and THB 100,000 for accidental death or permanent disability. Insurance details can be obtained from the Human Resources Department. It is recommended that each student also has his/her own medical policy appropriate to their circumstances since the school's group personal accident insurance policy has limits on the amount and extent of coverage.

Notice of Leaving (Refund of Deposit)

To be entitled to a refund of the Security Deposit, the following conditions must be met:

1. One full term's notice with a complete withdrawal form must be submitted to the Admissions Office by hand.
2. No outstanding tuition or any other fee balance is owed to the school.
3. No damage to any textbook, tablets, musical instruments, etc. are return at least one week before the student's "Leaving Date"
4. Access card, Parents/Guardian ID lanyards must be returned to the Admission Office on the Leaving Date.
5. Refund Timing will be processed two rounds:
(1) student who submit the resignation form ahead one semester (within June 30th) will get the deposit fee back before October 1st
(2) student who submit the resignation form ahead one semester (within November 30th) will get the deposit fee back before March 15th

Entry after the Beginning of the Academic Year

For students entering the school later in the academic year, annual fees will be prorated on the basis of weeks of tuition remaining in the year.

Extended Absence

In the case of a student being absent from the school for an extended period exceeding 4 weeks due to sickness or other related causes, the school will consider giving a credit equivalent to the tuition time lost against future fees on the student's return to school. Refunds of fees already paid are not given. Parents are reminded to keep the school informed as developments occur so that decisions can be taken as needed in the best interests of the student.

Payment Dates – Billing Calendar

Billing Calendar	Term 1 Installment	Term 2 Installment
Invoice issued	January 29 th , 2024	August 31 st , 2024
Invoice payment and due date	February 29 th , 2024	September 30 th , 2024
Term start date	May 13 th , 2024	November 4 th , 2024

All fees are payable in advance of each of the two terms and are billed in accordance with the school's billing calendar as below. Penalties apply where fees remain outstanding after the due date. All school fees and charges are reviewed annually.

Additionally, there may be other invoices issued throughout the year depending on the type of charges incurred.

Method of Payment

All fees and charges are billed and payable in Thai Baht. Installment Payment Plan is available upon request.

Bank Name	Siam Commercial Bank (SCB)
Branch Name	Bon Marche Market
Account Name	Carroll Prep Company Limited
Account Number	217-211935-5

Payment by Cheque and Bank Transfer

Payments can be made by crossed cheque, payable to 'Carroll Prep Limited Company', or by bank transfer as detailed below. Since banks in Thailand do not provide the payer's name to the school, it is important to scan a deposit slip and email it to admissions@carrollprep.ac.th

Payment by Credit Card

The school accepts payment by credit card either online via the payment gateway in the Parent Portal, or in person at the school's Finance Office. There is an administration charge payable by the parent for the use of credit cards based on the amount paid. This administration charge will be added to the total amount to be paid by the parent. Currently, the maximum administration charge is 3%, but is subject to change as advised by the credit card providers.

Late Payment Charge

Amounts outstanding after the due date will incur a late payment charge of 1.5% per month accruing on a daily basis from the due date. This charge is repeated on a monthly basis whilst fees remain unpaid.

IMPORTANT: Please email a scanned copy of the pay-slip with student's name written clearly and email to admissions@carrollprep.ac.th

Terms and Conditions

Parents are required to sign the school's Parental Terms and Conditions Agreement, which is the primary agreement between the parents and the school. This Schedule of Fees and Charges does not replace or is not a substitute for the Parental Terms and Conditions Agreement.

For Enquiries

For enquiries, in the first instance please contact email: info@carrollprep.ac.th, otherwise **contact: 02-954-2168**

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS TERM AND CONDITION BY READING IT BEFORE SIGNING BELOW.

Student Guardian

Signed _____

Full Name _____

Date ____/____/____