



WORD OF LIFE INTERNATIONAL SCHOOL  
 (A ministry of Word of Life Fellowship)  
 P O Box 29899 Kampala  
 Mobile: 0778-336162  
 E-mail: [admin@woluganda.org](mailto:admin@woluganda.org)

**REGISTRATION FORM FOR SCHOOL ENTRY**

**OFFICIAL USE ONLY:**

Grade level: \_\_\_\_\_ Age: \_\_\_\_\_  
 Year of Admission \_\_\_\_\_ Term starting \_\_\_\_\_ Adm. # \_\_\_\_\_

RECENT  
PHOTO

**1. Student's Details:**

FULL NAME OF PUPIL: \_\_\_\_\_  
 (as on birth certificate) First Name Middle Name Family Name

Physical address: \_\_\_\_\_

Mailing address:  
 P O Box \_\_\_\_\_ Town/ city \_\_\_\_\_ Country \_\_\_\_\_

Nationality: \_\_\_\_\_ Male / Female : \_\_\_\_\_

Date of Birth \_\_\_\_\_ age: \_\_\_\_\_  
*day month year (# of years & months)*

Church Family attends \_\_\_\_\_

Applying for class: \_\_\_\_\_ date: \_\_\_\_\_

Does the applicant have any close relatives in Word of Life School? YES / NO

If Yes: Name: \_\_\_\_\_ Grade \_\_\_\_\_ Relation: \_\_\_\_\_

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Relation: \_\_\_\_\_

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Relation: \_\_\_\_\_

**2. Education (Previous Schooling History):**

Name and Address of current/ most recent school: \_\_\_\_\_

Number of years at this school (with dates) \_\_\_\_\_

**Entry Level requested: (circle one)**

Early Childhood: Preschool (3.8 – 4yrs) Kindergarten (5 – 6 yrs )

Elementary Level: **Gr. 1** (6-7yrs) **Gr. 2** (7-8 yrs) **Gr. 3** (8 – 9 yrs) **Gr. 4** (9-10 yrs) **Gr. 5** (10-11yrs) **Gr. 6** (11-12 yrs)

Middle School Level: **Gr. 7** (12-13 yrs) **Gr. 8** (13 -14yrs) **Gr. 9** (14 -15yrs)

**3. Parents'/ Guardians' Details**

(a) **Father's Name:** \_\_\_\_\_

Mailing address:

P O BOX \_\_\_\_\_ Town/city \_\_\_\_\_ Country: \_\_\_\_\_

Home Telephone number: \_\_\_\_\_ Mobile telephone number(s) \_\_\_\_\_

E-mail address: \_\_\_\_\_

Employer/ Mission Board: \_\_\_\_\_ Occupation \_\_\_\_\_

Office Telephone # \_\_\_\_\_

(b) **Mother's Name:** \_\_\_\_\_

Mailing address:

P O BOX \_\_\_\_\_ Town/city \_\_\_\_\_ Country: \_\_\_\_\_

Home Telephone number \_\_\_\_\_ Mobile telephone number(s) \_\_\_\_\_

E-mail address: \_\_\_\_\_

Employer: \_\_\_\_\_ Occupation \_\_\_\_\_

Office Telephone # \_\_\_\_\_

(c) **Guardian's Name:** \_\_\_\_\_

Mailing address:

P O BOX \_\_\_\_\_ Town/city \_\_\_\_\_ Country: \_\_\_\_\_

Home Telephone number \_\_\_\_\_ Mobile telephone number(s) \_\_\_\_\_

E-mail address: \_\_\_\_\_

Employer: \_\_\_\_\_ Occupation \_\_\_\_\_

Office Telephone # \_\_\_\_\_

**In case of Emergency** and the school cannot reach you : List names other than above

Name of Person to contact \_\_\_\_\_ relation to child \_\_\_\_\_

Phone # office \_\_\_\_\_ mobile # \_\_\_\_\_

#### **4. Transport:**

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

Distinguishing landmark near home, if any \_\_\_\_\_

Type of house (flat, bungalow, etc) \_\_\_\_\_

Color of roof: \_\_\_\_\_ Color of gate \_\_\_\_\_

Will the applicant require to use the transport at school? Yes No

If yes, then which stop will be used: (Ntinda, Lugogo, Ggaba Rd, Lubowa, Old Kampala)

A map with detailed description of student's home route from school should be enclosed upon returning the application form

#### **5. Please read the following school regulations before signing the form**

At Word of Life, we strongly believe that parents are to be the primary educators of their own children – as the scriptures teach. We view parental involvement as a crucial part of a child's educational process, therefore parents are expected to take an active part in their child's school, education, and development. Parents who participate are sending their children a clear signal that says, "School is important."

The school requires parents' participation in the following areas:

- Attending parent/teacher's conferences held once every term
- Guiding and talking to their children concerning Christian conduct
- Monitoring any homework assignments on a daily basis, and signing the homework journals
- Providing a home environment that is a secure haven – free from negative influences.
- To make a commitment to accepting the challenge of 'training up a child in the way of the Lord.'

Other regulations:

1. School fees are due on or before the first week of term.
2. At least one term's notice, in writing, of the intention to remove a student must be given. In the event of this not being given, one term's fees must be paid in lieu.
3. If upon entry, if it is found that any student has been willfully or **persistently** disobedient, lazy (in regards to home and classroom assignments), disrespectful, using foul language, engaging or introducing others to immoral literature or talk, then the school may remove or expel such a pupil, or request the parents to remove him or her.
4. All students are expected to wear the school uniform tidily. The uniform must be clean and permanently labeled.
5. Students must read or be read to all the school rules and abide by them.
6. Absence from school and non-participation in games lessons will require a letter of explanation from a parent or guardian, to be submitted on the day of the student's return. Parents are also required to inform the school on the first morning of absence.
7. The school reserves the right to not promote a student to the next grade level- who is absent from school for 10 consequent school days
8. The school should be notified immediately in writing of any change of address – either phone number change, or physical address.
9. Assessments will be made to cover damage to school property – including abuse of books.
10. Tuition for one term must be paid before the student continues to the next term. Report cards will be withheld if required payments are not made in full.

To the parent / guardian

I have completed all the sections of this application form. I have read and understood the above school regulations and agree with each point written.

Parent/ guardian's name (s) \_\_\_\_\_



## Word of Life International School Code of conduct

Parents are requested to read and explain the following points concerning conduct to all students. Upon understanding every point, all students will be required to sign, promising to adhere to the rules.

- **Discipline**

- All pupils will be expected to be well-mannered, tolerant, honest, and respectful to others, as well as other people's property.

The following behavior will not be tolerated at the school:

- Bullying
- cheating,
- fighting, causing injury or threat to others
- using abusive language,
- disrespecting authority
- Inappropriate conduct (attitude, engaging or introducing other students to immoral literature or talk)
- Distraction of property – including books

Parents, please read carefully the following passages of scripture to the children and discuss) – this is to help them understand fully what the scripture says about these things).

**Bad company:** 1 Cor 15:33; Psalm 1:1 (we are told to avoid the company of those who have made wickedness habitual – a way of life, or those who mock God, and the things of God)

**Foul language:** Eph 4:29; Col 3:8 – Christians are told to not use filthy language, but only what is helpful to others. Rom 1:29-31 says that those who choose to do this have chosen to rebel against God – they in turn enjoy the company of those who rebel, and sit and plan to do evil with others rather than do good.

- **Academics**

All pupils will be required to take keen interest in their school work and grades. All students must ensure that they finish and hand in homework and classroom assignments in a presentable manner. We will require all students to make a determined effort to improve in areas that any teacher points out to them. Improvement is expected to be seen in all areas – handwriting, presentation of work, completion of work, and overall grades.

What does scripture say concerning our attitude toward work?

**Working for the Lord at all times:** Col 3:23;

**Concerning laziness:** the one who is lazy does not achieve much in life - Prov 6:10-11;

**Concerning messy work:** Prov. 24:30-31 the field of a lazy man is messy, sloppy, uncared for – we therefore must make sure that our work does not reflect laziness.

- **Homework Journal:**

All students will be required to be responsible of the homework journal – to ensure that it is taken home, and signed by a parent or guardian, and returned to school on a daily basis. **Homework must always be well completed.** If for some reason the work was not done, **parents are requested to write a letter to the teacher concerned.**

- **Uniform and Appearance:**

All students will be required to dress in full school uniform. They must look smart with shirts and dresses well ironed and cleaned. Students are to wear the appropriate uniform at all times.

- **Chewing gum**

This will be strictly forbidden in school at all times.

- **Litter**

Word of Life ground is our environment. All students will be required to do their part in keeping it clean. All litter is to be placed in the dustbin – either in class or outside of class.

- **Leaving School during the Day**

To be absent from school for part of the day, a student will be required to bring a letter from a parent or guardian. The letter must be shown to the class teacher, and school administration. This must be done on the preceding day.

In general, please remember to respect all members of Word of Life community. Any form of bully behavior will be dealt with harshly. Appropriate language and behavior is required from everyone. Be polite, and alert at all times, consider the needs of others first. Set an example for the younger pupils to follow.

To the student,

I understand and agree to adhere to the rules of Word of Life International School.

Student's name \_\_\_\_\_ Grade \_\_\_\_\_

Date \_\_\_\_\_

To the parent,

As a school, we do believe that it is our responsibility to encourage the development of Christian character such as honesty, integrity, responsibility, and exemplifying the fruit of the Spirit, based on respect for, and submission to God and other authorities. The school administration will labor to ensure that children are provided with a friendly and loving atmosphere where they can grow to experience the grace and love of God. We will be willing to have regular conferences with parents where need be.

The school reserves the right to put students on a probation within an academic year for failure to complete 90% of the course work – either homework, class work, research projects, and reading assignments. We do recognize that children are challenged in different areas and their abilities differ as well- however, this will not be taken as an excuse for any student to disregard any work assigned.

If upon entry it is found that any student has been **willfully or persistently** disobedient, lazy (in regards to home and classroom assignments), disrespectful, using foul language, engaging or introducing others to immoral literature or talk, then the school may expel such a student, or request the parents to remove him or her.

We/I \_\_\_\_\_ the parents of

\_\_\_\_\_ agree to partner with the school to ensure that my child adheres to the school rules. I will consistently help my child to understand the biblical call to obedience.

Sign \_\_\_\_\_ Date \_\_\_\_\_



**Word of Life International School**  
**Medical Form**

The school provides a First Aid service during school hours and at school functions. It is essential, therefore that the school has up-to-date information about your child's health and medical requirements. Please complete and return this form.

Name of Child: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Date of submission of this form: \_\_\_\_\_

Brothers/Sisters in the school:

\_\_\_\_\_  
\_\_\_\_\_

Blood group \_\_\_\_\_

<b>Medical Insurance Card</b> (type and number): _____
--

Name of parents/guardian: \_\_\_\_\_

Parent/Guardian contact numbers: In case of emergency: \_\_\_\_\_

Home: \_\_\_\_\_

Office: \_\_\_\_\_

Mobile: \_\_\_\_\_

Child's doctor: \_\_\_\_\_ Doctor's Tel: \_\_\_\_\_

- Please indicate (√) whether your child has been inoculated against or has suffered from any of the following illnesses:

Illness	Inoculated	Has had	Illness	Inoculated	Has had
Chicken pox			Whooping cough		
Measles			Mumps		
Hepatitis			German measles		

- Please list any other immunizations your child has received: \_\_\_\_\_
- Please (√) any of the following form which your child suffers:

Eczema		Asthma		Ulcers	
Migraine		Epilepsy		Sinusitis	

- Please list below hospitalization and operations that your child has undergone that you consider have any bearing on their current health or well being:-

\_\_\_\_\_  
\_\_\_\_\_

- **Allergies:**

Please give details of all allergies (e.g. to food, medicines, antibiotics, nut allergy, bee stings) –explain the most likely signs one will see on the child ( how their body reacts)

---



---

- **Medicines administered at Word of Life School**

Please (√) to indicate that you give permission for any of the following to be administered to your child at school.

Calpol		Ventolin (for asthmatics)	
Piriton		Bronchium	
Panadol		Cetamol / Brufen	

- Please give details of any hearing or sight difficulties that your child may have.
- 
- 

- Please give details of any other information concerning your child’s past or present medical/ dietary history which would be useful for the school to be aware.
- 
- 
- 

- Please give details of any routine medication prescribed to your child (medicine and the condition for which it is prescribed).
- 
- 

- Is your child currently receiving, or have they received in the past, counseling from a psychiatrist, or counselor? YES/ NO

I hereby certify that this child is physically fit to participate in all school activities and sports. (In case of negative answer, please specify the reason(s). **Kindly attach a copy of the child’s birth certificate.**

Signature of Parent/ legal guardian: \_\_\_\_\_

Name \_\_\_\_\_ date: \_\_\_\_\_

**Tick if these have been fulfilled. (For Administration only) FEES STRUCTURE.**

- |  |  |
|--|--|
| 1. Interview.                            | <u>Tuition: 1,500,000/= per term Pr-K.G</u>    |
| 2. 3 Class reports from previous school. | <u>Tuition: 1,800,000/= per term Gr. 1-4</u>   |
| 3. Recommendation from class teacher.    | <u>Resource Fee (Pre-G.4): \$300 per Annum</u> |
| 4. <b>Application fee: 50,000/=</b>      | <u>Tuition: 2,000,000/= per term Gr.5-8</u>    |
|  | <u>Tuition: 2,200,000/= per term G.9-12</u>    |
|  | <u>Resource Fee (G.5-10): \$200 per Annum</u>  |
|  | <u>Resource Fee (G.11-12):\$300 per Annum</u>  |

