

VICTORY LIFE CHRISTIAN SCHOOL

1 Lorong 23 Geylang, Building 8, #01-07, Singapore 388352

Telephone: +65 6251 5282 (*no fax*)

Email: homeschool@victorylifechristianschool.com

Website: www.victorylifechristianschool.com

HOMESCHOOL REGISTRATION FORM

Student's Particulars

Full Name

Age and Gender

Date of Birth

Place of Birth

NRIC / FIN /
Birth Cert. No.

Nationality

Name of Current /
Previous School

Highest Standard
Attained*

Student's
Email Address

Home Address

.....

Contact No. (Home) (Handphone)

Church Attending

Name of Pastor

Baptism Date

Please affix recent photo

For Office Use only:
Student Code: HS _____
<i>Dates</i>
Registration: _____
DT/initial order conferenced: _____
Training: _____

*For students currently using the ACE curriculum, please provide the latest transcript or record of PACEs completed and results.

Family's Particulars

Father's Particulars	Mother's Particulars
Name	Name
Date of Birth	Date of Birth
Nationality	Nationality
NRIC / FIN No.	NRIC / FIN No.
Contact No.	Contact No.
Email Address	Email Address
Occupation	Occupation
Employer	Employer
Church Attending	Church Attending
Pastor	Pastor

Name of Sibling	Relationship	Nationality	Date of Birth	Occupation

Contact in Case of Emergency (other than parents)

Name :

Relationship :

Contact No. :

Student's History

Please answer the following questions and provide sufficient details where necessary.

Educational History

1. If Singapore citizen, has exemption from Compulsory Education been granted? (Not applicable if student has already completed PSLE.) Yes / No / N.A.
2. Has student taken the ACE Diagnostic Test? Yes / No
If Yes, please attach Diagnostic Test results.
If No, please go to <https://www.acediagnostictest.com> for free online diagnostic testing, and email the test results to homeschool@victorylifechristianschool.com
3. Has student received any awards for academics, sports, talents, or social traits? If Yes, please specify: Yes / No
.....
4. Does student play any musical instrument(s)? If Yes, please specify: Yes / No
.....
5. Does student show interest in art and craft? If Yes, please specify: Yes / No
.....
6. Does student show interest in sports, games, or outdoor activities? Yes / No
If Yes, please specify:
.....
7. Has student ever been dismissed, suspended, or refused admission to any school? If Yes, please specify: Yes / No
.....
8. Has student ever had disciplinary issues, drug abuse or arrest record? Yes / No
If Yes, please specify:
.....

Medical History

9. Does student have a family doctor? If Yes, please specify: Yes / No
.....
10. Does student have any physical infirmity or diagnosed medical condition? Yes / No
If Yes, please specify:
.....
12. Does student have any allergy toward medicine or food? Yes / No
If Yes, please specify:
.....

Signature of Father (Date)

Signature of Mother (Date)

HOMESCHOOLING WITH VLCS

Victory Life Christian School (VLCS) facilitates parents in homeschooling, supervising and training their children in the use of the School of Tomorrow® curriculum (also known as Accelerated Christian Education or A.C.E.®). This Bible-based curriculum incorporates character-building and wisdom principles to provide an individualized course of study to meet specific needs and capabilities. Qualified academic advisors assist enrolled families by evaluating diagnostic tests, prescribing curriculum, and answering procedural questions. Enrolment in VLCS offers you the full service of a school administrative office from kindergarten through twelfth grade.

Services

- Experienced Christian Academic Advisors
- Annual Graduation Ceremony
- Online Diagnostic Testing & Conference
- Student Conventions
- Ordering of PACEs
- In-house Orientation & Educators' Seminars
- Permanent Records & Official Transcripts
- Home Visits
- American High School Diploma
- PE, CCAs, Field Trips, School Events

Course and Graduation

Please visit www.victorylifechristianschool.com to go through VLCS' **Course Information** and **Graduation** requirements. Parents and senior students are advised to view this information prior to enrolling with VLCS. Please note that in order for a homeschool student to receive the American High School Diploma issued by VLCS, they are required to complete their final year as a full-time student in VLCS.

Non-Discriminatory Policy

Victory Life Christian School does not discriminate against applicants, students, or others on the basis of race, colour, gender, religion, or national or ethnic origin.

Homeschool Application, Administration & Annual Enrolment Fees (including 7% GST)

One-time Application Fee	S\$107 per child	Upon enrolment	
Annual Administration Fee¹	S\$642 per child		
Annual Enrolment Fees per child¹	Grade K-7	Grade 8-12	Remarks
First child	S\$1,070	S\$1,284	Refers to oldest child
Siblings (discounted rate per child)	S\$856	S\$1,070	Refers to each additional sibling enrolled
Advance for Curriculum²	S\$1,200	S\$1,500	(not subject to GST)
Total payable upon enrolment			

¹ Annual Administration and Enrolment fees are charged per our school accounting year (1 July – 30 June) for services as stated above. For enrolments within the second half of our accounting year (January – June), **50%** of the **annual fees** will be charged. All fees, except Curriculum Advance, are subject to GST.

² Advance for curriculum is maintained on an imprest system. Payment for each order of curriculum must be made upon collection to maintain this advance with the school. For cost of curriculum, please refer to the A.C.E. Homeschool Catalogue. Prices are in USD, plus 30% freight/handling, converted to SGD at fixed quarterly rates of exchange set by the school, plus prevailing rate of GST. Self-collection applies.

Payment Information

The following fees (described above) are due with the completed application:

- Homeschool Application Fee ▪ Administration Fee ▪ Annual Enrolment ▪ Advance for Curriculum

Please make payment in Singapore Dollars. Please indicate your method of payment:

- iBanking - DBS Current Acnt **018-901667-7** Cash Cheque* no: _____

* Cheques should be crossed and made payable to "**Victory Life Christian School Ltd.**"

Application Process

In order for this application to be processed, the following must be submitted in full:

- Compulsory Education Exemption Approval Letter (primary-level Singaporeans only)
- Homeschool Registration Form and Enrolment Agreement – completed, signed and dated
- One recent passport-size colour photo of student
- Parents' identification documents/IC
- Parents' marriage certificate
- Student's birth certificate and IC
- Medical record of student's immunizations
- Medical reports concerning student's physical/psychological condition (if any)
- Official transcript/student's record from student's most recent school / A.C.E. PACEs record
- Student's Code of Honour – signed by student and witnessed by parent
- Application, Enrolment & Administration Fees and Advance for Curriculum

PARENTS' ENROLMENT AGREEMENT

We understand and agree that we are responsible for the **timely** financial fulfilment of annual administration and enrolment fees and costs of curriculum incurred during the time our child is enrolled with VLCS.

We understand and agree that an **academic year** is twelve months, from 1 January to 31 December. However, **annual fees** will be due in **June** for the following school **accounting** year. We understand and agree that the application, administration, and annual enrolment fees are **non-refundable**. We understand that the **Curriculum Advance is refundable** within 30 days after graduation or withdrawal.

We understand and agree that our child's work should be goal oriented to ensure academic progress. We understand and agree that **completed PACEs, PACE Tests** and **Master Records** must be submitted to VLCS within one month after the end of every semester (July for Sem.1 and January for Sem.2), failing which processing of curriculum orders may be suspended.

We understand that when we discontinue homeschooling using the A.C.E. curriculum, we are required to return any **unused PACEs, Score Keys** and **Test Keys** to VLCS for a refund less a 30% restocking fee.

We understand and agree that **our child will be supervised during their study time by either a parent or another responsible adult who has received VLCS homeschool orientation/training.**

We understand and agree that **homeschool training, workshops and home visits conducted by VLCS are a requirement of homeschooling with VLCS, and will accommodate and participate in them.**

For activities we allow our child to participate in with VLCS, including sports and trips organized by the school away from the school's premises, we absolve the school from liability to us and our child in the event of any injury or loss to our child during such activities within or away from the school premises.

We understand and agree that the homeschooling support services offered by VLCS will be made available during VLCS office hours (generally 8am to 4pm, on VLCS school days – **closed during school holidays**).

We understand and agree that all fees and charges must be paid in full prior to any tests being validated, official documents processed, grades recorded, or transcripts/diplomas being provided.

We understand that enrolment in VLCS is a privilege and VLCS reserves the right to suspend or expel any student in accordance with its official policies as determined in VLCS' Student Handbook. Notwithstanding anything to the contrary contained herein, this agreement does not bind any party to any specific period of enrolment.

We will give at least one month's notice before withdrawing from VLCS Homeschool. We understand that after submission of the student's master records and completed PACE Tests, up to four school weeks may be required for VLCS to verify the results, update the permanent record and prepare his/her leaving transcript.

We understand that three months' notice will be given by VLCS in the event of any changes to existing terms and conditions. We understand and agree that no right to notice of renewal or nonrenewal of this agreement is conferred or implied. We understand the acceptance of the application shall be conditional upon completion of all requirements to the satisfaction of the administration.

Safekeeping of Curriculum and Keys

To help maintain the integrity of the A.C.E. (School of Tomorrow)[®] curriculum,

1. We will keep all **unissued** PACEs, all **completed** PACEs, and **all** PACE Tests, Score Keys and Test Keys, in a securely locked location;
and
2. We will return all **completed** PACEs and PACE Tests to Victory Life Christian School after the end of each semester;
and
3. All **used** Score Keys and Test Keys, we will *either*:
 - a. Continue to keep them in a secure (locked) location (e.g. for younger siblings);
or
 - b. Share them with another homeschooler registered with VLCS Homeschool (in which case we will inform VLCS who we are passing them on to);
or
 - c. Return them to Victory Life Christian School;
and
4. When we discontinue homeschooling using the A.C.E. curriculum, we will return all **unused** PACEs, Score Keys and Test Keys to VLCS for a refund less a 30% restocking fee.

We confirm that all information on our application form is complete and accurate, and understand and agree with **all points** in the **Enrolment Agreement**, including the above **Safekeeping of Curriculum and Keys**.

Signature of Father/Guardian _____ Date (dd/mm/yyyy): _____

Signature of Mother/Guardian _____ Date (dd/mm/yyyy): _____

Name of Parent/Guardian responsible to administer this Homeschool program: _____

If desired, please list the names of any other relatives or nonfamily members, and their relationship to the student, with whom the student academic advisor may discuss the student’s academic information (tutor, grandparents, noncustodial parent, etc.).

Name	Relationship
Name	Relationship

Please send the completed application, full payment, and all required enrolment documents to:

Victory Life Christian School
1 Lorong 23 Geylang, Building 8, #01-07
Singapore 388352

For VLCS office use:

- Completed forms and documents submitted:
- Payment received:
- Receipt issued: #.....
- Quick Start Kit issued – received by (signature)
- Welcome email sent:
- Diagnostic Test results received:
- Proposed order prepared and conferenced:
- Order placed: ACE order number:
- Homeschool Parent Orientation scheduled:
- Parent Orientation PACE Test completed: by