



Asian School of Education

(Registered with MOE)

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Company Reg No: 200205719Z MOE Reg No: 2232

Education's Our Service, Dedication's Our Business

Paste
photograph
here

APPLICATION FORM FOR ADMISSION (入学申请表)

Private & Confidential

Note: *Delete where appropriate *可删除选项

Please state "NA" if inapplicable 如不相关, 请填写"NA"

PART ONE (第一部份):		PERSONAL PARTICULARS 个人资料	
Family Name 姓: _____	Given Name 名: _____	Gender* 性别*: (Male 男 / Female 女)	
Name in Chinese Character 中文姓名: _____		Marital Status* 婚姻状况*: (Single/ Married/ Divorced) (未婚/已婚/离婚)	
Date of Birth (dd/mm/yy): _____ 出生日期(日日/月月/年年)		City/ Country of Birth: _____ 出生的城市/国家	
Nationality: _____ 国籍	IC/ Passport No: _____ 身份证/护照号码	Date of Expiry (dd/mm/yy): _____ 有效期至(日日/月月/年年)	
Residential Address in Singapore: _____ 新加坡住址		Postal Code 邮编 (_____)	
Residential Tel: _____ 住家电话号码	Mobile Phone: _____ 手机号码	Email address: _____ 电子邮件地址	
Hometown Address: _____ 家乡住址		Postal Code 邮编 (_____)	
Residential Tel: _____ 住家电话号码	Mobile Phone: _____ 手机号码	Fax: _____ 传真	

PART TWO (第二部份):		PARENTS' PARTICULARS 父母资料	
Father's Name (as in Passport): _____ 父亲姓名(根据护照填写)		Date of Birth (dd/mm/yy): _____ 出生日期(日日/月月/年年)	
Country of Birth: _____ 出生的国家	Nationality: _____ 国籍	Occupation: _____ 职业	
Mother's Name (as in Passport): _____ 母亲姓名(根据护照填写)		Date of Birth (dd/mm/yy): _____ 出生日期(日日/月月/年年)	
Country of Birth: _____ 出生国家	Nationality: _____ 国籍	Occupation: _____ 职业	
Hometown Address: _____ 家乡住址		Postal Code 邮编 (_____)	
Residential Tel: _____ 住家电话号码	Mobile Phone: _____ 手机号码	Fax: _____ 传真	
Father's Email address: _____ 父亲电子邮件地址		Mother's Email address: _____ 母亲电子邮件地址	

PART THREE (第三部份): SIBLINGS' PARTICULARS 兄弟姐妹的资料					
S/N 编号	Full Name (as in Passport) 姓名(根据护照填写)	Relationship 关系	Birthdate (dd/mm/yy) 出生日期(日日/月月/年年)	Nationality 国籍	Residential Status of Singapore 在新加坡的居住的状况
					<input type="checkbox"/> S'pore citizen/ PR 新加坡公民/ 永久居民 NRIC No: _____ <input type="checkbox"/> Others (e.g. Work Pass) 其他 (例如: 工作准证) FIN No: _____ <input type="checkbox"/> None of the above 以上都不是
					<input type="checkbox"/> S'pore citizen/ PR 新加坡公民/ 永久居民 NRIC No: _____ <input type="checkbox"/> Others (e.g. Work Pass) 其他 (例如: 工作准证) FIN No: _____ <input type="checkbox"/> None of the above 以上都不是
					<input type="checkbox"/> S'pore citizen/ PR 新加坡公民/ 永久居民 NRIC No: _____ <input type="checkbox"/> Others (e.g. Work Pass) 其他 (例如: 工作准证) FIN No: _____ <input type="checkbox"/> None of the above 以上都不是

PART FOUR (第四部份): SPOUSE PARTICULARS 配偶资料					
Full Name (as in Passport) 姓名(根据护照填写)	Relationship 关系	Birthdate (dd/mm/yy) 出生日期(日日/月月/年年)	Nationality 国籍	Residential Status of Singapore 在新加坡的居住的状况	Occupation 职业
				<input type="checkbox"/> S'pore citizen/ PR 新加坡公民/ 永久居民 NRIC No: _____ <input type="checkbox"/> Others (e.g. Work Pass) 其他 (例如: 工作准证) FIN No: _____ <input type="checkbox"/> None of the above 以上都不是	

PART FIVE (第五部份): LOCAL SPONSOR/ GUARDIAN'S PARTICULARS 新加坡担保人/ 监护人资料						
Family Name 姓	Given Name 名	Gender 性别	Singapore NRIC No 新加坡身份证号码	NRIC colour 身份证颜色	Relationship to Applicant 与申请者的关系	Birthdate (dd/mm/yy) 出生日期(日日/月月/年年)
		<input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女		<input type="checkbox"/> Pink 粉红 <input type="checkbox"/> Blue 蓝		
Residential Address 住家地址: _____						
_____ Postal Code 邮编 _____						
Tel No 住家电话号码: _____ Mobile 手机号码: _____ Office 办公室号码: _____ Email address 电子邮件地址: _____						

PART SIX (第六部分): EDUCATION BACKGROUND 教育背景					
Name of School/ College/ University 学府名称 (请写全名)	Country 国家	State or Province 州或省	Period of Study 学习时期		Highest Educational Qualification Attained 所获之最高教育文凭
			From 从	To 至	

PART SEVEN (第七部份): EMPLOYMENT HISTORY 就业历史						
Name of Company 公司名称	Country 国家	State or Province 州或省	Period of Working 就业时期		Position Held 所在职位	Nature of Duties 工作性质
			From 从	To 至		

PART EIGHT (第八部份): FINANCIAL SUPPORT DETAILS (for applicants from visa-required countries) 财务状况具体资料 (适用于需要签证到新加坡的申请者)					
Applicant 申请人	Average Monthly Income for past 6 months 过去6个月的平均的月薪		Applicant's Spouse 申请人的配偶	Average Monthly Income for past 6 months 过去6个月的平均的月薪	
	Current Saving (e.g. Fixed Deposit) 现有储蓄(如: 定期存款额)			Current Saving (e.g. Fixed Deposit) 现有储蓄(如: 定期存款额)	
Applicant's Father 申请人的父亲	Average Monthly Income for past 6 months 过去6个月的平均的月薪		Applicant's Mother 申请人的母亲	Average Monthly Income for past 6 months 过去6个月的平均的月薪	
	Current Saving (e.g. Fixed Deposit) 现有储蓄(如: 定期存款额)			Current Saving (e.g. Fixed Deposit) 现有储蓄(如: 定期存款额)	
Other financial support from immediate family members 其他直系亲属之财务援助		<input type="checkbox"/> Yes 有 <input type="checkbox"/> No 无 (if yes, please furnish details on separate sheet) (如有,请另外提供细节)			

PART TEN (第十部份): SERVICES PROVIDED AT ASIAN SCHOOL OF EDUCATION (亚洲教育学院所提供的服务)

Should you require any of our services stated below, please indicate with a tick (√).
如果您需要任何我们以下的服务, 请打勾表明(√).

- Student Pass Application 申请学生准证** **Sponsor to Student 学校为学生担保人**
- Accommodation Placement 住宿安排**
 Student Hostel Home-stay Others: _____ Your Budget: S\$ _____
学生宿舍 家庭住宿 其他 您的预算
- Other Request 其他要求: _____
- Airport Pickup 机场接机**
 Non-peak hours 非繁忙时间 Peak hours 繁忙时间
(Monday to Saturday; Day flight) (Sunday & Public Holidays; Night flight [after 7pm])
(周一至周六; 日班机) (星期天及公定假日; 夜班机 [7 点以后])
- Please state 请注明:**
a) Date of Arrival (dd/mm/yy): _____ b) Estimated Time of Arrival: _____
抵达日期 估计的抵达时间
c) Flight Number: _____ d) Terminal Number : _____
班机号码 机场终站

I/We confirmed and undertake that I/We have engaged Asian School of Education to provide me the above services. I/We also fully understand that for any withdrawal from the above services, I/We have to comply with the Refund Policy (Non-Tuition Fee) in the Standard Student Contract.

我/我们确认及承担, 我/我们委托亚洲教育学院为我/我们提供以上服务。我/我们也完全明白如果要退出以上任何的服务, 我/我们必需按照在标准学生合约里列明的退款条例 (非课程费)

Signed by Applicant
申请者签名

Signed by Parent/Guardian
父母/监护人签名
(applicable to students' under 21 years old)
倘若学生的年龄未满二十一 (21) 岁

Name 姓名:
Passport No 护照号码:

Name 姓名:
Passport No 护照号码:

IMPORTANT NOTES 重要的注释

1 Confidentiality of Particulars 资料的机密性

- 1.1 **Asian School of Education** is committed to maintaining the confidentiality of the Student's personal information and undertakes not to divulge any of the Student's personal information to any third party without the prior written consent of the Student. 亚洲教育学院致力于维护学生个人信息的机密性，同时ASE也承诺绝不在未经学生书面许可的情况下，把学生的个人资料泄漏给未经授权的第三者。
- 1.2 Students' particulars are solely for the purposes of completing course submission, Student Protection Scheme as well as application of a Student Pass. Aside from related government sectors, such as Immigration and Checkpoints Authority (for Student Pass Application) and DBS Banks (for submission of Student Escrow Confirmation), ASE pledged not to divulge Students' Particulars to any party (other than the above mentioned) without prior consent from the students. 学生所提供的资料完全是为了填写课程申请表格，学生保护计划以及申请学生准证。除了相关的政府部门，例如：新加坡移民与关卡局（为申请学生准证）以及星展银行（学生保护计划），ASE承诺绝不在未经学生书面许可的情况下，把学生的个人资料泄漏给未经授权的第三者。
- 1.3 Student profiles are kept under strict confidentiality in the hands of ASE, where all students' related databases are password secured and files are locked in cabinets. 学生资料由亚洲语言学院严格保管，其电脑资料库都有密码掌控，所有文件也被反锁在柜子里。

2 Standard Student Contract 标准学生合约

- 2.1 Upon enrolment into Asian School of Education, all students **MUST** enter into ASE-Student Standard Student Contract. 学生一旦在亚洲教育学院报名，都必需进入标准学生合约。
- 2.2 The Standard Student Contract is a legal binding between ASE and the Student. Entrance and acknowledgement of the Standard Student Contract shall prevent discrepancy between ASE and students. 标准学生合约是 ASE 与学生之间的合法协议。进入与承认标准学生和约将避免误差在 ASE 与学生之间产生。

3 Student Protection Scheme 学生利益保护计划

- 3.1 With effect from December 2004, all Private Education Organizations are to obtain a CASE-Endorsed Student Protection Scheme [either the CASE-Endorsed Student Tuition Fee Account (ESCROW) with one of CASE-Endorsed bank or take up a Student Tuition Fee Insurance Policy with one of CASE-Endorsed insurance company (ies)].

自 2004 年 12 月起，所有私立教育机构都必需拥有由新加坡消费者协会认证的学生利益保护计划 [同新加坡消协所指定的两家银行，即星展银行和汇丰银行开学费户头计划（托管户口）或参与新加坡消协指定的保险公司，所提供的学费保险计划]

♣ **Asian School of Education hereby confirms and undertakes to the Student that it has in place a Student Tuition Fee Account (Escrow) with DBS Bank Ltd.** 亚洲教育学院兹向学生确认并承诺：其具备由星展银行提供的学生学费帐户（第三方监管）

♣ **A copy of the Master Escrow Agreement dated 9 September 2004 between CASE, DBS Bank Ltd and The HongKong and Shanghai Banking Corporation Limited (the "Master Escrow Agreement") and acceded to by Asian School of Education on 9 December 2004.** 日期为 2004 年 9 月 9 日、由新加坡消协所、星展银行有限公司与香港上海汇丰银行有限公司所签订的，并由亚洲教育学院于 2004 年 12 月 9 日采纳参与的一份第三方监管主要协议书（即“**第三方监管主要协议书**”）

♣ **Certificate of Escrow Establishment bestowed by DBS Bank Ltd can be presented upon request.** 星展银行给与亚洲教育学院的设立监管证明书可在学生的要求之下提供。

4 How to Contact us? 如何联系我们?

- 4.1 Students are welcome to contact Asian School of Education or her staff via the following.
亚洲教育学院欢迎学生以以下的方式联系学校或有关工作人员

Designation 职位	Name 姓名	Contact No 联系号码	Email 邮址
Principal 校长	Ms Helen Chuang	6338 3373 / 6338 2281	helen@ase.edu.sg
General Manager 总经理	Mr Andy Chai	9833 3332	andy@ase.edu.sg
Teachers 教师	Ms Gladys Khoo Mr Alvin Khong Ms Naveen Pathak	6338 3373	teacher@ase.edu.sg
Programme Coordinator 课程统筹主任	Ms Cherol Tan	6338 3373	cherol@ase.edu.sg
Education Advisor 学习规划顾问	Ms Teresa Loh	9172-2232	teresa@ase.edu.sg
Accountant 会计员	Ms Chong Mee Na	6338 3373	meena@ase.edu.sg

- ♣ASE General Line 联系号码: (+65) 6338 3373
- ♣ASE Facsimile Number 传真号码: (+65) 6338 7877
- ♣ASE Office Address 地址: 192 Waterloo Street #06-01 Skyline Building Singapore 187966
- ♣ ASE Official Website 网站: www.ase.edu.sg
- ♣ ASE General Email Address 邮址: info@ase.edu.sg
- ♣ ASE Operating Hours: 9:00am to 6:00pm (Mondays to Fridays)
营业时间 9:00am to 1:00pm (Saturdays)

5 Data Updates 资料更新

- 5.1 Students are advised to update the school, should there be a change in the initial particulars.
学生资料如有任何改变, 请立即通知学校。

6 Unethical Sales Tactics 不道德的销售手法

- 6.1 Students are to report to the administration office or the higher authority, should the staff perform any of the below stated
如工作人员犯了以下不道德的销售手法, 学生必需立即通知行政处或学院的高乘人员
- 6.1.1 Staffs are engage in pressure selling 工作人员使用压力型的销售法
- 6.1.2 Staffs mislead the students with vague information
工作人员以不明确的信息误导学生
- 6.1.3 Staffs did not provide accurate, timely and comprehensive product, service and welfare information to students and perform the service to the expected level.
工作人员给与学生不准确和不明朗的产品, 服务及福利信息, 同时也没达到标准的服务水平。
- 6.1.4 Staffs divulge students' particulars to a third party without a written consent from the student. 工作人员在没有学生书面的允许下, 将学生资料泄漏给第三者

- 6.1.5 Accesses students' files and password secured databases as an unauthorized user.
(Authorized users: Programme Coordinator, General Manager and Principal)
以不授权的身份通入学生文件及密码保护的学生资料库。
(授权者：行政员，总经理及校长)