Westlink
INTERNATIONAL SCHOOL HANOI

SCHOOL BUS SERVICE REGISTRATION

Student's Name: _____ **Class:** _____

Student's Code: _____ **Program:** _____

☐ SUBSCRIPTION FOR SCHOOL BUS SERVICE

Please tick the boxes below for registration

1. Bus trip: ☐ One-way trip ☐ Round trip

2. Payment Plan: ☐ Yearly ☐ Instalment

3. Effective Start Date:

4. Pick-up Address:

5. Drop-off Address (if different to pick-up address):

For school official use only

Pick-up zone no. _____

Drop-off zone no. _____

6. If my child cannot be picked-up by either Parent, I authorize the following person to pick-up my child. ☐

No.1	**Name:**	**Relationship:**
	Contact number:	**ID Number:**
No.2	**Name:**	**Relationship:**
	Contact number:	**ID Number:**

7. I give permission for my child to go to the registered pick-up point on his / her own and go home on his/ her own from the registered drop-off point and take full liability for my child. ☐

Terms and Conditions for Subscriptions for School Bus Service

- *Subject to availability.*
- *Service will be activated when payment is completed.*
- *To get the refund when Parents/Guardian made full year payment, Parents are required to provide the School 30 days written notice prior to student's last day of using the service. A refund will only be made for a full term of non-usage.*
- *Parents/Guardian/Authorized person are responsible that students are punctual for pick-up/drop-off. School bus will wait for no longer than three (3) minutes. If the student is not picked up at the allocated time, and the School receives no response, the bus will take the student back to school and Parents/Guardian/Authorized person need to collect the child from the School.*
- *Any requests or changes from Parents/Guardian to change pick-up/drop-off address and/or to withdraw from the service must be submitted in written form to the School.*

☐ NON-SUBSCRIPTION FOR SCHOOL BUS SERVICE

Please tick the boxes below for registration

1. My child will be dropped-off/picked-up by Parents/Guardian/Authorized ☐

2. My child will go home on his/ her own ☐

Terms and Conditions for Non-Subscription for School Bus Service

- *Parents/Guardian accept that it is their responsibility and not the School's, once student has not arrived to the School premises or have left the School premises.*

Signature of Parent/Guardian	Name of Parent/Guardian	Date