

**APPLICATION FOR ADMISSION – 2020**

**MONTFORT BOYS TOWN. P O BOX 14421, SUVA. TELEPHONE: 7685274/7456155**

Email: mbtsuva@gmail.com/jimmadavana@gmail.com

Application No: \_\_\_\_\_

Please enclose the following

No	Particulars	Yes	No	Quantity	Passport photo
01	Original birth certificate			Two copies	
02	Tin Letter				
03	Final report from last school attended				
04	Medical report				
05	Any other certificate				
06	Letter of introduction/Reference			Pastor/Priest/Notary/Justice of peace	
07	Passport photo -5 Nos			Shirt with Ties on a blue back ground	
08	Any health issues			Provide medical clarity	

**Duly filled in original application must reach Boys' Town before 22<sup>nd</sup> November 2019.**

**FALSIFIED information given in the application form WILL NOT BE CONSIDERED for admission.**

**I APPLICANT'S PARTICULARS (To be filled by the candidate)**

No	Particulars	Capital Letters	No	Particulars	Capital Letters
01	Name		06	Phone	
02	Home address		07	Date of birth	
03	P.O.Box		08	Religion	
04	District		09	Weight	
05	Island		10	Height	
11	Address for correspondence:				

**II EDUCATION DETAILS**

No	Particulars	Capital Letters	Year	Pass	Fail
01	Primary School				
02	Sec.School Name				
03	Are you schooling				
04	Why discontinue				
05	Hobbies				
06	Sports				
07	Any other information				
08	Did you apply earlier at MBT?				

**III DETAILS OF APPLICANT'S BROTHERS AND SISTERS**

No	Name	Age	School/Work	Income
01				
02				
03				
04				

**IV COURSES AVAILABLE FOR TECHNICAL**

No	Trade	No	Trade
01	Building & Block laying	04	Automotive Mechanic
02	Fitting & Machining		
03	Cabinet Making		

**V YOUR CHOICE/PREFERENCE**

01		First Choice
02		Second Choice
03		Third Choice

## VI DECLARATION

I hereby certify that the statements made in this form are true. In the event of any of the statements being found untrue, I unquestionably submit to any of suitable disciplinary action initiated by Montfort Boys' Town. If admitted to Boys' Town for training, I \_\_\_\_\_ son of \_\_\_\_\_ do hereby agree to observe and abide by all rules, regulations and standing orders of Montfort Boys' Town and that work expected of me and in all things conduct myself in a responsible manner. My conduct shall always be honest. I respectfully submit to the Director to suspend or dismiss me, should my progress in work, attendance or conduct is found unsatisfactory. I humbly submit to the Director that I have clearly read the prospectus and have understood the demands to abide with the rules and regulations of Montfort Boys' Town (MBT).

Place:

Date:

\_\_\_\_\_  
Signature of the Candidate

## PART B

### I PARENTS PARTICULARS

No	Details	Father	Age	Religion	Mother	Age	Religion
01	Name						
02	Living/Dead						
03	Occupation						
04	Income/week						
05	Address						
06	Mobile						
07	Place of work						
08	Divorced						
09	Living with	Step Father	YES	NO	Step Mother	YES	NO
10	Living with	Father	YES	NO	Mother	YES	NO

### II Particulars of Guardian (If not living with the parents)

No	Particulars	Details
01	Guardian's Name	
02	Age	
03	Occupation	
04	Income/week	
05	Address	
06	Mobile	
07	Relationship	
08	Emergency contact	
09	Any contact in Suva	

### III FEES STRUCTURE

**MBT does not charge students any Tuition fees**

No	Particulars	Monthly	Yearly	Total
01	Boarding Fees	\$ 60.00	\$600.00	\$600.00
02	Admission Fees for Uniform		\$354.00	\$354.00
03.	FNU		\$ 75.00	\$ 75.00
04	Assessment		\$ 90.00	\$ 90.00
05	Total		<b>\$1119.00</b>	<b>\$1119.00</b>
06	Admission fees are NOT refundable, should the trainee discontinue training program			
07	Admission fees should be paid before admission date so as to get the uniform when the trainees are ready for starting the classes and practical on the admission day			

### IV ITEMS NEED TO BRING WITH THE TRAINEES FOR BOARDING STAY

No	Item	Quantity	No	Item	Quantity
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01	Mattress (single bed )	01with cover	09	Digging fork	01
02	Bed Cover	02	10	Cane knife	01
03	Pillow & Cover	01pillow 03cover	11	Plate, cup. Spoon	01each
04	Towel	02	12	Blanket	01
05	Gum boot	01	13	Pants, shirts, underwear, shorts, T shirts	
06	Safety Boot- Good quality	01	14	Pad lock	03
07	Footwear (Sandal&Flip flop)	01 each	15	Toiletries	
08	Sasa broom	04	16	Bucket & scrubbing brush	01each

**Please note:**

01. Stealing is prevalent in the boarding. Please mark visibly all your belongings with undeletable ink
02. Please mark your cane knife, fork and locks visibly
03. Undergarments, pants, shirts, uniforms, overall need to be visibly written your name in front. Alternately, you could embroidery your name on all your clothing
04. One bed, one desk, one chair, one cupboard for tools and one cup board for clothing shall be entrusted to your care. Please take care of these items. Should there be any damages to any one of these, it shall be made good by your parents before you leave the portals of MBT.
05. Application should be hand delivered and ready for an interview with parents/guardians

**V DECLARATION**

I certify that the following information given above is correct. In the event of my son / ward \_\_\_\_\_ being admitted to the institute, I shall be personally responsible for his conduct and behavior during the entire training period and for his adherence to all rules and regulations of Montfort Boys' Town and those, which may be amended from time to time. I shall make good any loss or damage that may willfully or negligently be caused by him to the institute. I accept the final decision of the Director to suspend or dismiss my son / ward, when his progress in work, attendance or conduct is found unsatisfactory or in the event of my failure to comply with his declaration. I further agree to pay any outstanding dues what so ever of my son / ward to the institute. I shall work collegially with the Director and teachers, so as to make my son/ward a productive citizen of Fiji.

Place

Date:

\_\_\_\_\_  
Signature of Parent / Guardian

**Thump Impression of the Parent/Guardian:**

**PART C**

**CERTIFICATE**

(To be given by any one of the following officers after verifying Part A and Part B)

Principal of the School / District Officer / Medical Officer / Welfare Officer / Justice of Peace / Roko Tui / Assistant Roko Tui

I hereby certify that \_\_\_\_\_ son of \_\_\_\_\_ is known to me and after verification I further certify that the income from all sources shown and all other particulars are **CORRECT**.

Place:

Signature: \_\_\_\_\_

Date:

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

Designation and Address (SEAL)

**FOR OFFICE USE ONLY**

Application received on ..... Selected  Not Selected

**ENCLOSURES**

<b>No</b>	<b>Enclosures</b>	<b>Quantity</b>	<b>Received on</b>	<b>Returned on</b>
01	Birth Certificate original			
02	School report			
03	Reference Letter			
04	Medical report			
05	Passport size photo			
06	Any other certificates			
07	Tin Letter			

Application No. \_\_\_\_\_ Trade Selected \_\_\_\_\_

Any other Comments :

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**Admin Signature**