



Holmwood Technical High School

Christiana P.O
Manchester
Jamaica

Tel: 964 – 2203; 2266;4872 CUG: 869-3861
E-Mail holmwood.technical.man@mocy.gov.jm

June 26, 2023

Dear Parents/Guardians,

Re: Doniellia Lewis Date Given for Registration 14 Aug

The Board of Management, Administration and all other members of staff extend congratulations to you and your child/ward for being awarded a space here at Holmwood Technical High School.

We welcome your inclusion to this family and wish for you a prosperous future as we work together.

The below is a detailed outline of the Registration and Orientation processes that must be completed prior to the opening of school in September 2023.

REGISTRATION

Registration for **ALL NEW** students will be done during the week of August 14th and 18th, 2023 between the hours of 8:30 a.m. and 3:30 p.m. daily.

To register your child/ward, the following must be completed:

a. Payment of School Support Contribution Fee.

- \$13,500.00 for students of grades 7 to 11.

The fees must be paid at any Bank of Nova Scotia, Account Number 266-11 Christiana Branch and the receipt presented at the school. Payments will also be facilitated at the school via the Card Machine System.

In addition to the above fee, a (non-refundable) Registration Fee of \$2500.00 should be paid at the school upon collection of the Registration package.

b. Report to Holmwood Technical High with the following documents for submission:

- (a) Bank Voucher showing that contribution is made or Receipt from the Accounts Department
- (b) Birth Certificate (Original plus One (1) copy)
- (c) A completed Medical Certificate
- (d) A recent passport size photograph of your child (No older than three (3) months)
- (e) Acceptance Letter received from Holmwood Technical High School
- (f) Consent Forms signed by you and your child/ward
- (g) Immunization Card (Original plus one (1) copy)
- (h) NCD card
- (i) Next of Kin Form
- (j) Path Letters/Receipt
- (k) School NSRS Registration Number

NB. Please ensure that you register your child/ward on the date given to you for registration.

If you missed the date, you must contact the school for a new date.



Scanned with
MOBILE SCANNER