

(employer's letterhead)

TO: Mrs. Heather D. Atkins, Director for Admissions
Brent International School Manila
Care of:
Mrs. Elsie Torres, Admissions Secretary
etorres@brent.edu.ph

This is to certify that the name of company will financially support the education of the following applicants at Brent International School Manila:

Name of applicant	grade level	date of birth
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They are the qualified dependent/s of our employee, name of employee.

The name of company will sponsor to pay the following tuition and other school fees of the above named applicant/s. Please refer to the Brent School Fees and Student Fees Policy as reference for the items below. Check the boxes where it is applicable:

Tuition and other School fees	Sponsored	Annual	Semestral	Quarterly
Application Fee	<input type="checkbox"/>			
Reservation Deposit (non-refundable/deductible from tuition)	<input type="checkbox"/>			
Tuition Fee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capital Development Fee	<input type="checkbox"/>			
Matriculation Fee	<input type="checkbox"/>			
English as Second Language Fee (if applicable)	<input type="checkbox"/>			
School Bus Service (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
International Baccalaureate Fees (if applicable)	<input type="checkbox"/>			

Please address and send all billings to this address:

Name and Title of Authorized Person: _____

Company's name: _____

Complete mailing address: _____

Contact information: phone, fax, and email _____

Preference to receive the billing: mail fax email

The name of company fully understands and consents that ALL FEES must be settled in order for the student to attend classes at Brent.

Brent school should be notified upon student's withdrawal.

Printed Name of Authorized Officer/Representative

Signature

Date