

KEN HAMMER SCHOOLS

Our Ref:
Your Ref:
Website: kenhammershts.edu.gh
Email: info@kenhammershts.edu.gh



P.O BOX 149
GOASO - B/A
TELL: 020456600/0501584360/0243208631
DATE:

UNLEASHING HUMAN POTENTIAL

For further information, call the following numbers: 0246445037/ 0207858668/ 0205845253/
0249734480/ 0558656818/ 0572656818/ 0243208631/ 0204566000

ADMISSION FORM FOR SHS TWO (2)

1. SURNAME: OTHER NAMES:
2. DATE OF BIRTH..... PLACE OF BIRTH
3. NAME OF PRESENT/ FORMER SCHOOL (SHS)
4. TELEPHONE NUMBER..... EMAIL.....
5. HOMETOWN OR VILLAGE REGION.....
6. RELIGION..... SEX
7. NAME OF PARENT OR GUARDIAN.....
8. TELEPHONE OF PARENT OR GUARDIAN
9. RELATIONSHIP TO PARENT OR GUARDIAN
10. OCCUPATION OF PARENT OR GUARDIAN
11. POSTAL ADDRESS
12. PLEASE ATTACH PHOTOCOPIES OF CERTIFICATES/ RESULT SLIPS
 - a. BECE
 - b. WASSCE/ TERMINAL REPORT

DECLARATION BY STUDENT

I,, do accept the offer of admission given by Ken Hammer Schools for the three years course.

I hereby pay my fees amounting to *Seven Hundred and Ninety Ghana Cedis (GH¢ 790.00)*

DECLARATION BY PARENT/ GUARDIAN

I, Being the parent/guardian of the student named above, hereby agree to be responsible for sponsorship and other commitment of the said student for his or her stay in the school.

.....
(SIGNATURE/THUMBPRINT OF PARENT/ GUARDIAN)

NAME OF PROGRAMME	LIST YOUR ELECTIVE SUBJECTS HERE	TICK
General Arts 1	Geography, Government, Economics, Elective Mathematics	
General Arts 2	Geography, Government, Economics, History	
General Arts 3	Geography, Government, Economics, Twi	
General Arts 4	Geography, Government, Economics, CRS	
General Arts 5	Twi, Government, Economics, CRS	
General Arts 6	Twi, History, Economics, CRS	
General Arts 7	Economics, Government, History, Twi	
Home Economics 1	Food and Nutrition, MIL, Biology, Economics/GKA	
Home Economics 2	Food and Nutrition, MIL, Chemistry, Economics/GKS	
Business	Financial Accounting, BM, Economics, Elective Maths/Costing	
Visual Arts	Sculpture, GKA, Economics, Graphic Design	
Technical 1	Technical Drawing, Building Const., Physics, Elective Maths	
Technical 2	Technical Drawing, Applied Electricity, Physics, Elective Maths	
General Science	Physics, Chemistry, Elective Maths, Biology/Geography	
General Agric	General Agric., Animal Hus., Chemistry, Elective Maths/Physics	

ADMISSION REQUIREMENTS

- Photocopies of previous **Terminal Reports/ Result slip/WAEC/BECE and Birth Certificates**
- Upon submission of the admission documents, three pieces of whiteboard marker should be added
- Two (2) passport sized photographs are required for school records
- Students may undertake entrance exams/ interview depending on his or her previous academic record
- All students must have a **National Health Insurance Card**

STUDENTS' PROSPECTUS: BOYS AND GIRLS PROSPECTUS

BOYS

- 1 pair of tracksuit for physical training
- 1 long sleeve shirt (white)
- 1 pair of black shoe
- 1 pair of brown khaki trousers
- 1 decent attire
- Green check shirt
- 1 pair of sandals

NOTE: A pair of uniform will be provided by the school

GIRLS

- 1 pair of black shoe (medium heel)
- 1 morning/ night gown (cotton)
- 2 white dress for Church/ Mosque (cotton)
- 2 check dress (Green)

NOTE: A pair of uniform will be provided by the school

GENERAL ITEMS: To be bought from home by all Students

- 1 Mathematical set (Day/ Boarding)
- Scientific calculator (991ES) or 991ES plus
- Exercise and graph books
- 1 cutlass and a broom
- 1 raincoat or umbrella
- 1 pair of canvas shoe
- A set of toilet articles (Toiletries)
- 1 Drinking cup
- 1 Trunk or chop box
- 1 mattress (Student sized)
- 1 scrubbing brush
- 1 white bed sheets, 1 blanket, pillow and pillow cases
- 1 Rubber Bucket, 1 Bath Towel
- 2 Plates, 1 set of cutlery
- All students must come with handbags to carry textbooks

ADDITIONAL INFORMATION

- No tight skirts and hot pants are allowed
- No lace and light nylon is allowed in the school
- No **high heel shoes** is allowed in the school
- Jewellery chains, dangling earrings are not allowed in the school
- No jelly curls and lipstick is allowed
- School uniform should be sewn to the specified style of the school

**CODE OF CONDUCT OF ALL STUDENTS/
UNDERTAKING FOR REGISTRATION OF WASSSCE**

1. Insubordination: Flouting the authority of the school
 - a. 1st Offence: Ground work
 - b. 2nd Offence: Suspension
 - c. 3rd Offence: Dismissal
2. Assault (verbal, non – verbal, physical) on a member of staff
 - a. Sanction: Dismissal
3. Assault (verbal, non – verbal, physical) on students
 - a. 1st Offence: Internal suspension with ground work
 - b. 2nd Offence: Indefinite suspension
 - c. 3rd Offence: Dismissal
4. Possession and peddling of illicit drugs
 - a. 1st Offence: Dismissal
5. Pregnancy/ Evidence of termination of pregnancy
 - a. 1st Offence: Dismissal
6. Leaving school premises without permission, false pretense
 - a. 1st Offence: Grounds work
 - b. 2nd Offence: Debordnization
 - c. 3rd Offence: Dismissal
7. Petty theft/ Stealing
 - a. 1st Offence: Refund of stolen item with grounds work after public announcement
 - b. 2nd Offence: Suspension and refund of stolen item
 - c. 3rd Offence: Dismissal
8. Possession of mobile phone, radio, ipod, audio or video player, laptop computers
 - a. 1st Offence: Outright confiscation with ground work
9. Absence from classes, school gatherings such as church service, entertainment and preps
 - a. 1st Offence: Grounds work
 - b. 2nd Offence: Suspension
 - c. 3rd Offence: Dismissal
10. Indecent dressing, haircut, make ups, unprescribed/ inappropriate uniform
 - a. 1st Offence: Confiscation of indecent item/ forced to go for haircut at authorized salon
 - b. 2nd Offence: Grounds work
 - c. 3rd Offence: Dismissal
11. Day students found sleeping/ loitering at the boarding house
 - a. 1st Offence: Will be made to pay boarding fees
12. Entertaining strangers, dismissed students in classrooms and dormitories
 - a. 1st Offence: Internal suspension with grounds work
 - b. 2nd Offence: Dismissal
13. Entering unauthorized places without invitation/permission such as staff room, offices, laboratories, kitchen etc
 - a. 1st Offence: Grounds work
14. Damaging school property
 - a. 1st Offence: Refund of items
 - b. 2nd Offence: Refund with suspension
 - c. 3rd Offence: Dismissal
15. Disturbing in class or dormitory
 - a. 1st Offence: Grounds work
 - b. 2nd Offence: Suspension