

U.S. Embassy Book Bus School Information Form

The information you include will help us to know the school better and to provide you with the best support.

1. CONTACT DETAILS				
Name of school				
Postal address <i>(include city, district, zone and postal code if any)</i>				
Telephone <i>(include area codes)</i>				
	Title	Name	Phone Number	Email address
Head of school				
Contact person				

2. SCHOOL DETAILS
Legal status of the school Note: <ul style="list-style-type: none"> • A government/state/ publicly funded school is a government or national school where the employees are paid by the state either at a local or national level; usually there are no tuition fees (as distinct from examination or other fees). • A private school is an independent (not-for-profit or for-profit) institution whose main revenue comes from tuition fees; they may or may not have government subsidies but these are only part of their income.
<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> Government/state/ publicly funded <input style="width: 40px; height: 25px; border: 1px solid black;" type="checkbox"/> </div> <div style="text-align: center;"> Private <input style="width: 40px; height: 25px; border: 1px solid black;" type="checkbox"/> </div> <div style="text-align: center;"> Other <i>(specify)</i> <input style="width: 100px; height: 25px; border: 1px solid black;" type="text"/> </div> </div>

2. SCHOOL DETAILS

Type of school (tick all that apply)

Primary	<input type="checkbox"/>	Lower Secondary	<input type="checkbox"/>	Higher Secondary	<input type="checkbox"/>
+2	<input type="checkbox"/>	Bachelor	<input type="checkbox"/>	Master	<input type="checkbox"/>
Boys	<input type="checkbox"/>	Girls	<input type="checkbox"/>	Coeducational	<input type="checkbox"/>
Boarding only	<input type="checkbox"/>	Day only	<input type="checkbox"/>	Boarding and day	<input type="checkbox"/>

Additional information (eg. coeducational in primary, boys and girls in secondary)

Academic year dates (indicate current year dates only)

School starts	<input type="text"/>	School ends	<input type="text"/>
Exams starts	<input type="text"/>	Exams ends	<input type="text"/>
Exams starts	<input type="text"/>	Exams ends	<input type="text"/>
Exams starts	<input type="text"/>	Exams ends	<input type="text"/>
Holidays starts	<input type="text"/>	Holidays ends	<input type="text"/>
Holidays starts	<input type="text"/>	Holidays ends	<input type="text"/>

Preferred Book Bus visit dates (indicate a five day period during the academic year which would be best suited for a visit)

Option 1: Starts	<input type="text"/>	Ends	<input type="text"/>
Option 2: Starts	<input type="text"/>	Ends	<input type="text"/>
Option 3: Starts	<input type="text"/>	Ends	<input type="text"/>

3. CLASS DETAILS

Give details for each class/grade including the different sections of each class/grade and indicate the total number of students in each.

Class / Grade	Number of sections	Age range of students	Male to Female Ratio	Total number of students in each section
ECD				
KG				
First				
Second				
Third				
Fourth				
Fifth				
Sixth				
Seventh				
Eighth				
Ninth				
Tenth				
Eleventh				
Twelfth				
Bachelor Year One				
Bachelor Year Two				
Bachelor Year Three				
Bachelor Year Four				

Total number of students

PLEASE ATTACH THE WEEKLY CLASS ROUTINE ALONG WITH THIS FORM