

Our Reference: \_\_\_\_\_

8 September 2017

Dear Parents,

Thank you for contacting Hornbill School to request admission for your child. The MOD Assessment of Suitability Overseas (MASO) procedure requires you to complete the Educational Clearance Process for each child before we can consider your application.

Once completed, we will then be able to issue you with a "Certificate of Educational Clearance" which you will need to give to the Families' Section prior to your arrival in Brunei. We cannot admit your child without issuing this certificate to you, prior to your posting.

Could you please ensure that both Form A and Form B are completed and then sent to Hornbill School via email or fax.

- Form A - PUPIL INFORMATION PROFILE (SERVICE CHILDREN). Please ask your child's current school to complete.
- Form B - MOD ASSESSMENT OF SUPPORTABILITY OVERSEAS (MASO). To be completed by the parent.

After we receive the completed Form A and Form B, we will be in a position to undertake the MOD Assessment of Suitability Overseas (MASO), if appropriate.

We look forward to receiving this information so that we can continue processing your school application as quickly as possible. If you have any further questions please do not hesitate to contact the school office.

Yours sincerely,



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Hornbill School is a MOD School, part of the MOD's Directorate Children and Young People.