

29th October, 2018

SHUNG TAK CATHOLIC ENGLISH COLLEGE CIRCULAR #100 2018-2019

Dear Parents,

Study Tour to England

We are happy to inform you that we have the required number of students to go ahead to make arrangements for the study tour to England. However, the number of interested students is more than our quota.

To help us move forward with the arrangements, we ask for a deposit cheque of **\$5,000** made payable to ‘**The Incorporated Management Committee of Shung Tak Catholic English College**’ to show your interest in the trip. If we really do have more than 30 students, we will give priority to the senior form students. Please be assured that we will not cash the cheque until we have your agreement to the final arrangements of the trip.

If you have any questions regarding the arrangements, please call Ms. Brenda Lee or Ms. Aubrey Kwan at 2476 4263.

We look forward to working with you as we continue to provide opportunities for our students to learn. Please return the **Reply Slip**, duly signed, together with the cheque of \$5,000, directly to Ms. Brenda Lee or Ms. Aubrey Kwan on or before 31st October, 2018.

Yours sincerely,

Dr. Tang Sui Sim Cecilia
Principal

REPLY SLIP

SHUNG TAK CATHOLIC ENGLISH COLLEGE CIRCULAR #100 2018-2019

Dear Principal,

Study Tour to England

I understand that the deposit of **\$5,000** payable to ‘**The Incorporated Management Committee of Shung Tak Catholic English College**’ is to show my interest in this study tour. I further understand that my child may be placed on a waiting list if the number of students is over the number of students that can be accommodated on this study tour.

I also understand that the cheque would not be cashed until I show my full agreement to the details of the study tour which will be provided in the next circular regarding this study tour.

Please return this reply slip and a cheque of \$5,000 directly to Ms. Brenda Lee or Ms. Aubrey Kwan on or before 31st October, 2018.

Name of Student: _____

Class & Class No.: _____(_____)

Signature of Parent: _____

Name of Parent: _____

Emergency Contact No. of Parent: _____