


Instructions for filling out the .pdf form “Request for enrolment”

Please fill out **all** required fields! You only can send the form once it is completely filled out with **all** required fields

Before submitting and pressing the send-button  , fill in the signature field as follows:

Signature (Please enter your name/first name(s) and insert your electronic signature)

Then go to the Adobe toolbar and select the following button:



Sign the document by typing or signing by hand

Click on the above shown button and a new toolbar open, which looks like this:



Select “Self-sign”

Either you already have a scanned version of your signature or you need to create the signature using the mouse. If you already have one like in the picture, select it and use it to sign the form and then you are able to send the document with the send-button:



Congratulations, you have now successfully submitted the form “Request for enrolment” to our school!