



ADVANCED COLLEGE SA (PTY) LTD

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Park  
Tel: 086 126 8883  
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& Home Schooling  
In Garsfontein, Centurion, Kempton Park  
Midrand, Roodepoort, Thabazimbi

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## Advanced College SA REGISTRATION 2018 British Cambridge studies

On completion of your selected course you will have a University of Cambridge International qualification. ADVANCED COLLEGE SA students write examinations set and marked by the University of Cambridge International Examinations board in the U.K. and have ongoing support throughout the year.

### **FOUNDATION COURSE** (Equivalent to grades 7, 8 & 9)

Our Foundation course is designed to give students a firm grounding in the concepts of Mathematics, Combined Science and English. University of Cambridge International Checkpoint diagnostic tests examinations are optional for these subjects. All other subject exams are marked locally at the College. At this level we recommend that you try and take as many subjects as possible in order to ensure a firm base for future study and to establish your strongest subjects for IGCSE level. Level 7, 8 & 9 duration 1 year each.

### **IGCSE COURSE** (Equivalent to grades 10 & 11) Can be done in one year

The International General Certificate of Secondary Education is offered in over 160 countries worldwide, both in international schools and in institutions catering for local populations. It was introduced in 1988 as a replacement for O Levels in many countries, and is internationally recognized as being equivalent to the GCSE in the United Kingdom. Grading is on an eight-point scale (A\*-G). The International General Certificate of Secondary Education (IGCSE) has been designed to equip students with the skills needed for immediate employment. IGCSE is recognized as evidence of ability by academic institutions and employers around the world.

Signature of all Parties: \_\_\_\_\_

IGCSE provides a broad study programme by drawing subjects from five areas: Languages, Humanities, Social Sciences, Mathematics, Creative, Technical and Vocational. Within the curriculum there is a balanced mix of practical experience and theoretical knowledge. Differing abilities are accounted for with a choice of Core and Extended examinations in some subjects, making IGCSE suitable for all students. The IGCSE curriculum allows teaching to be placed in a localized context, making it relevant in different regions. It is also suitable for students whose first language may not be English and this is acknowledged throughout the examination process. In some countries, IGCSE qualifications will satisfy the entry requirements for university. In others, they are widely used as a preparation for AS Level, A Level, International Baccalaureate and US Advanced Placement Programmes.

### **AS LEVEL COURSE** (Equivalent to grade 12)

The Advanced Subsidiary Level is equivalent to year 12 of South African schooling. Candidates who achieve a pass grade will be placed in one of four categories: a,b,c,d. Grade 'a' is awarded to students showing the highest level of achievement and grade for a minimum satisfactory performance. If you choose the AS level route to a South African University you must meet all the requirements in a maximum of TWO exam sessions and meet the subject group requirements in subjects passed at a 'd' grade at least.

## **ACADEMIC SUPPORT**

- **Study Pack**

Your study pack for each subject will contain the following:

- ✓ A work programme with a weekly planner to keep you on track.
- ✓ Assignments set by the Tutors to assess your progress.
- ✓ Textbooks.
- ✓ A syllabus and 3 years of past Cambridge examination papers.

- **Assignments**

There will be six assignments for each subject that are submitted to the College for marking. These assignments are linked to the work programme and set by your subject Tutor. It is important that you complete these assignments so that you can monitor your progress and that you are able to cope with the type of questions set by University of Cambridge International Examinations in your final qualifying examinations.

- **Help-Line**

You may phone, skype, e-mail or fax your Student Advisor at the Distance College during office hours for assistance. If you have a subject specific query please make use of this service.

- **Internet**

Signature of all Parties: \_\_\_\_\_

You also have access to all your assignment marks online. Students wishing to take advantage of this must phone in to give us their name and password. Cambridge has launched an interactive web site [www.cambridgestudents.org.uk](http://www.cambridgestudents.org.uk) with over 360 hours in colourful tutorials and online tests.

- **Tutorial and Practicals**

Tutorials and Practical sessions take place in April for students entered for the May/June exams and in September for those students entered for the October/November exams. It is strongly recommended that you take advantage of the opportunity to attend the Tutorial sessions. At this time you will have the chance to meet your Tutors and discuss your problems face to face. We will focus on exam preparation and will enrich the work covered by your course. For example there will be practical laboratory sessions in Science and Biology; mapwork skills in Geography; group discussions in English Literature.

**Please indicate your choices with a clear “XX” next to the subject**

### Subject Choices: Junior

**FOUNDATION COURSE**
**YEAR 7 (LEVEL 1) AND YEAR 8 (LEVEL 2)**

(Equivalent to grades 7, 8)

**COMPULSORY SUBJECTS**

English

Afrikaans or French

Mathematics

Combined Science (Physics, Chemistry &amp; Biology)

**ADDITIONAL SUBJECTS**

 Integrated Topics (Geography, History, Business Studies,  
Health Education, Expressive Art)

**Note: Students must take ALL subjects.**
**FOUNDATION COURSE YEAR 9**

(Equivalent to grade 9)

**COMPULSORY SUBJECTS**

English

Afrikaans Or French

Mathematics

Combined Science (Physics, Chemistry &amp; Biology)

**ADDITIONAL SUBJECTS – Minimum 2**

Geography

History

Business Studies

Art and Design

IT Skills

**Note: Students must take ALL compulsory subjects. Students usually choose 2 subjects in addition to the compulsory subjects; an extra subject is recommended if taking the Foundation course over two years.**

Signature of all Parties: \_\_\_\_\_

**IGCSE 01 (CORE) COURSE**

**LANGUAGES**

English 1<sup>st</sup> Language 1

Afrikaans 2<sup>nd</sup> Language 1

French Foreign Language

**SCIENCES**

Biology (Practical) 1

Physical Science( Practical) 1

Mathematics 1

**Note: CORE is the basic material for a course. EXTENDED is in depth and is more complex, and teaches some new aspects of the course, that CORE does not teach. When you take the EXTENDED course, you also learn the CORE syllabus. The extended exam tests you on everything in the CORE and EXTENDED syllabus. The main difference is that if you choose to take CORE for one subject, the maximum grade you can get in the IGCSE exams for that subject is a C, because the exam is easier. However, when you take the EXTENDED course, you maximum grade is A\*.**

Signature of all Parties: \_\_\_\_\_

## Subject Choices: Senior

IGCSE COURSE (Grade 10 & 11) – 6 Minimum	AS Level COURSE (Grade 12) – 5 Minimum
<p><b>LANGUAGES</b></p> <p>English 1<sup>st</sup> Language</p> <p>English 2<sup>nd</sup> Language</p> <p>Afrikaans 2<sup>nd</sup> Language</p> <p>French Foreign Language</p> <p style="text-align: center;">} Minimum of 2</p> <p><b>SCIENCES</b></p> <p>Biology (Practical)</p> <p>Physical Science (Practical)</p> <p>Mathematics</p> <p style="text-align: center;">} Minimum of 1</p> <p><b>HUMANITIES</b></p> <p>Geography</p> <p>History</p> <p>English Literature*</p> <p>Sociology*</p> <p style="text-align: center;">} Minimum of 3</p> <p><b>VOCATIONALS</b></p> <p>Travel and Tourism*</p> <p>Accounting</p> <p>Art and Design (Practical)</p> <p>Business Studies</p> <p>Computer Studies (Practical)*</p> <p>Music</p>	<p><b>LANGUAGES</b></p> <p>AS Level English</p> <p>AS Level Afrikaans</p> <p style="text-align: center;">} 2</p> <p><b>SCIENCES</b></p> <p>AS Level Biology (Practical subject)</p> <p>AS Level Physics</p> <p>AS Level Chemistry</p> <p>AS Level Mathematics</p> <p><b>HUMANITIES</b></p> <p>AS Level Geography</p> <p>AS Level History</p> <p>AS Level Psychology</p> <p style="text-align: center;">} 3</p> <p><b>VOCATIONALS</b></p> <p>AS Level Accounting</p> <p>AS Level Art and Design (Practical subject)</p> <p>AS Level Economics</p> <p>AS Level Business Studies</p> <p>AS Level Music</p>
<p><b>Note: Students choose 6 subjects from the correct groups. An extra subject is recommended if taking the IGCSE course over two academic years. Please consult your Student Advisor when choosing subjects and examination sittings.* IGCSE is the highest level.</b></p>	<p><b>Note: Students choose 5 subjects from the correct groups. An extra subject is recommended if sitting the AS Level Examinations in two sittings. Please consult your Student Advisor when choosing subjects and examination sittings. For University entrance please see page 1( HESA req)</b></p>

Signature of all Parties: \_\_\_\_\_

**(Please complete all required information in neat, legible block letters)**

I/We, \_\_\_\_\_ (Father/Guardian)  
 \_\_\_\_\_ (Mother/Guardian)

the undersigned, in my/our capacity/ies as Parent(s)/Guardian(s)/Custodian(s) Other – please specify

Of: **Surname:** \_\_\_\_\_  
**First Names:** \_\_\_\_\_  
**Please supply preferred name:** \_\_\_\_\_

Herein referred to as the Pupil, do hereby make provisional application in terms of clause 2 of the Terms and Conditions of Provisional Enrolment of Pupil and the Terms and Conditions of Enrolment at Advanced College (PTY) Ltd. (a copy of which conditions is set out overleaf) for the enrolment of the said Pupil as a scholar in Advanced College (PTY) Ltd in:

Level: \_\_\_\_\_ / Grade: \_\_\_\_\_ Courses selected: \_\_\_\_\_ With effect from: \_\_\_\_\_ 2017,  
 At (Branch) \_\_\_\_\_.

**FURTHER PARTICULARS OF PROSPECTIVE PUPIL**

GENDER:  Male  Female HOME LANGUAGE:

DATE OF BIRTH:

ID NR:

PASSPORT NR:

COUNTRY OF BIRTH:

DATE OF ENTRY INTO SOUTH AFRICA:

RELIGION:  RACE:

PUPIL RESIDING WITH:

NAME OF CURRENT SCHOOL:		CURRENT GRADE:	
ADDRESS:			
CONTACT:	TEL. ( )	FAX. ( )	
DATE/EXPECTED DATE OF LEAVING ABOVE SCHOOL:			

Signature of all Parties: \_\_\_\_\_

<b>FOR GRADES 10 &amp; 11, PLEASE STATE SUBJECTS PRESENTLY BEING STUDIED:</b>	
<b>OTHER SCHOOLS APPLIED FOR:</b>	

**How/where were you introduced to Advanced College (PTY) Ltd?**

<b>NEWSPAPER</b>	<b>PUPILS / PARENTS</b>	<b>EXIBITIONS</b>	<b>OTHER:</b> _____
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**FURTHER PARTICULARS OF APPLICANTS – FATHER/GUARDIAN**

**Title:** \_\_\_\_\_

**First Name/s:** \_\_\_\_\_

**Surname:** \_\_\_\_\_

**ID Number:** \_\_\_\_\_

**Marital Status:** \_\_\_\_\_

**Where parents are divorced or separated, please provide further relevant details/instructions (if any):** \_\_\_\_\_

**Home Tel. No.** \_\_\_\_\_ **Work Tel. No.** \_\_\_\_\_

**Cell No.** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_  
 \_\_\_\_\_ **Code:** \_\_\_\_\_

**Residential Address:** \_\_\_\_\_  
 \_\_\_\_\_ **Code:** \_\_\_\_\_

I, \_\_\_\_\_ hereby warrant, undertake and declare that: I am fully cognisant of the amount in fees payable by me to Advanced College (PTY) Ltd; I understand the financial implications of this to me; I am financially in a position to meet my obligations to Advanced College (PTY) Ltd ; and I shall ensure that all fees charged shall be paid on the due dates. I furthermore grant Advanced College (PTY) Ltd the requisite consent, permission and authority to verify and check my credit worthiness with any credit bureau(s) of its choosing.

Signature of all Parties: \_\_\_\_\_

## FURTHER PARTICULARS OF APPLICANTS – MOTHER/GUARDIAN

Title: \_\_\_\_\_

First Name/s: \_\_\_\_\_

Surname: \_\_\_\_\_

ID Number: \_\_\_\_\_

Marital Status: \_\_\_\_\_

Where parents are divorced or separated, please provide further relevant details/instructions (if any): \_\_\_\_\_

Home Tel. No. \_\_\_\_\_ Work Tel. No. \_\_\_\_\_

Cell No. \_\_\_\_\_ Email Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_ Code \_\_\_\_\_

Residential Address: \_\_\_\_\_

Code: \_\_\_\_\_

I, \_\_\_\_\_ hereby warrant, undertake and declare that: I am fully cognisant of the amount in fees payable by me to Advanced College (PTY) Ltd; I understand the financial implications of this to me; I am financially in a position to meet my obligations to Advanced College (PTY) Ltd; and I shall ensure that all fees charged shall be paid on the due dates. I furthermore grant Advanced College (PTY) Ltd the requisite consent, permission and authority to verify and check my credit worthiness with any credit bureau(s) of its choosing.

**Please supply copies of the following documents:**

- Copy of Birth Certificate
- Copy of latest school report
- Copy of Parent/Guardian ID Document.
- Two passport photographs
  
- For **parents** who are not South African residents, annual tuition fees must be paid in full before the start of the academic year.

**Only person/s liable for payment of school fees to complete this section and sign below** (Parents: both Mother and Father/Guardian/Other to sign and initial bottom of each page)

I, \_\_\_\_\_ hereby record that I am aware of, and agree to be bound by the terms applicable to Provisional Application as set out in the Terms and Conditions of Provisional Enrolment of Pupil and the Terms and Conditions of Enrolment at Advanced College (PTY) Ltd, and in particular that neither I /we nor the College are obliged to enroll the prospective pupil at the College on the basis of this Provisional Application Form. Furthermore I accept that the College reserves the right not to accept any applicants or to disclose any information regarding the unsuccessful application and/or reason thereof. ALL ENROLMENTS ARE SUBJECT TO THE CONDITIONS OF ENROLMENT FORMING PART HEREOF

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Signature: \_\_\_\_\_

Signature of all Parties: \_\_\_\_\_



**Farther / Guardian****Mother / Guardian**

(Parents: both Mother and Father/Guardian/Other to sign) as per the above indicated person/s liability for payment of school fees, whose liability in terms hereof shall be joint and several.

**Conditions of Enrolment of Pupils at Advanced College (PTY) Ltd.****Terms and Conditions of Provisional Enrolment of Pupil.****1. DEFINITIONS**

1.1 'the College' shall mean Advanced College (PTY) Ltd.

1.2 'Applicant/s' shall mean the parent(s)/guardian(s)/custodian(s) or such other person acting 'in nomine officio' on behalf of the Pupil (hereinafter defined);

1.3 'Pupil' shall mean the individual in respect of whom an Enrolment application has been accepted by the College;

1.4 'Enrolment' the enrolment as a Pupil at the College in accordance with the Terms and Conditions of Enrolment and the Provisional Enrolment Application Form, together with any such other terms and conditions as may be specially agreed in writing between the parties.

**2. PROVISIONAL APPLICATIONS**

The College may accept Provisional Applications for further enrolment at the College in respect of any living individual eligible to attend the College. Any such Provisional Application is accepted on the understanding that neither the Applicant nor the College is obliged to enroll the prospective pupil at the College.

**3. ENROLMENT APPLICATION/S****3.1 Order of Procedure**

3.1.1 Initially a provisional application shall be made for a prospective pupil on the Provisional Application Form in accordance with the provisions of Clause 2.

3.1.2 A prospective pupil may then be invited to write an Entrance Examination set by the College or an interview or both.

3.2 If the pupil is subsequently offered a place at the College, this application shall be binding as the Enrolment Contract.

3.3 Such Enrolment Applications shall be in the form specified by the College from time to time and shall be accompanied by a deposit in the form of an Registration Fee, in an amount to be determined by the College from time to time.

3.4 Such Registration Fee is non-refundable in the event of the pupil not taking up their place at the College.

**4. CODE OF CONDUCT**

A condition of final enrolment is that both the parent(s) and the pupil sign the Code of Conduct for Learners and Parents. The Code of Conduct is a living document. The Code will be revised regularly to assess its effectiveness. This Code of Conduct is a product of input from learners and staff and has been supported by parents. It is a celebration of work done over many years at the College and it aims to instill a sense of pride within our school so that all stakeholders have a sense of ownership. The behaviour of our learners directly influences the reputation of our school as well as the smooth running of daily routine and this has necessitated the learners' Code of Conduct. Parents are urged to ensure that their children adhere to these rules. All rules apply when the children are at school, in school uniform or while they represent the school in any way.

**Terms and Conditions of Enrolment.****Extract of clauses from the Enrolment Contract.****1. RELIGIOUS EDUCATION PROGRAMME**

I/we give permission for the pupil to actively participate in the religious education program of the College.

Signature of all Parties: \_\_\_\_\_

## 2. COLLEGE RULES AND CODE OF CONDUCT

The pupil will be subject to the College rules and code of conduct. The prevailing rules and regulations as laid out in *Annexure A* are to be complied with.

## 3 EXTRA MURAL ACTIVITIES

Participation in extra-mural activities and attendance at compulsory College events, as determined from time to time, and as laid down in the rules and regulations is compulsory, save and except if a pupil is excused on medical grounds. I/We hereby consent to the pupil's participation in the extra-mural activities of the College, which will from time to time be of a compulsory nature.

## 4. FEES

4.1 The College prepares a budget on an annual basis and based on the budget determines the fees for the ensuing year.

The fees being charged for the current academic year are as set out in the attached *annexure*.

However, fees may be subject to fluctuation arising from unexpected circumstances. Such unexpected circumstances include, but are not necessarily restricted to, changes in state subsidies paid to the College and changes to teachers' salaries. In the event of the College changing its fees in any year, notice thereof will be given to parents/guardians as soon as practically possible. Any increase in fees shall be payable to the College within the year in which the increase is determined by increasing the remaining monthly payments for that year accordingly unless the College, at its sole discretion, agrees to some other payment method.

4.2 Fees in respect of tuition are payable either:

4.2.1 Annually in advance on or before the 1st day of January of each year; or

4.2.2 Monthly in advance by debit order (unless otherwise arranged) on or before the last day of each month in respect of the twelve months January to December of each year; or

4.2.3 By other arrangement agreed to by the College and signed by parties and subject otherwise to these terms and conditions. In the case of pupils whose permanent residence is outside South Africa the full tuition fee for the year is payable before the commencement of each academic year.

4.3 A discount, as determined annually by the Board, shall be allowed in respect of fees paid annually in advance. Notwithstanding such deduction, if the fees payable increase subsequent to the annual determination as envisaged in clause 4.1, the increase in fees during the year in question shall be payable on demand.

4.4 In the event of any payment not being made on due date, interest on any overdue amount/s shall accrue at the prime overdraft rate charged by the College's bankers and prevailing from time to time. **Payments must have cleared in Advanced College (Pty) Ltd's bank account on or before the first day of every consecutive month. If not, a penalty fee of R200 for that month will be added to the account of the parent. If the payments are deposited in cash and there are bank charges, the parent will have to pay those bank charges**

In addition, in the event of non-payment, the College shall be entitled at its sole and absolute discretion (in addition and without prejudice to all other rights available at law), to terminate the pupil's enrolment on one month's notice, without prejudice to its rights to claim the full balance outstanding (including interest) due and payable forthwith and without notice.

## 5. INDEMNITY

I/We hereby indemnify the College, its employees, agents and/or successors in title, against any and/or all claims, actions, liability, proceedings, damages, costs and expenses of whatsoever nature that may arise in respect of my/our child/ward's participation in any activity of the College, including but not limited to tuition, games, sporting activities, educational and sporting tours and excursions. The College undertakes through its staff to take all reasonable precautions to ensure the safety and welfare of its pupils.

## 6. WARRANTIES and/or REPRESENTATIONS

No warranties and/or representations are of any force and effect, save for those (if any) stipulated herein.

## 7. TERMINATION OF ENROLMENT

Signature of all Parties: \_\_\_\_\_

7.1 Written notice of one (1) term is required from the parent(s)/ guardian(s)/ custodian(s) for the termination of the pupil's enrolment at the College, otherwise a full term's fee (including any increase as may have been determined as at the date of termination in terms of clause 4.1) will be charged in lieu thereof.

7.2 Notwithstanding the provisions hereof it is acknowledged that the College, through its Principal or other authorised agent, may summarily terminate the pupil's enrolment with immediate effect if the pupil is guilty of any conduct which, in the sole opinion of the College, is inconsistent with the continued enrolment of the pupil at the College

In such a case all fees paid in advance, after deduction of all amounts otherwise owing to the College, will be refunded on a pro rata basis. In his regard, I/we recognise that the decision of the Principal shall be final.

Medical/Special needs/other information needed of child:

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### Fees are as follows:

**Course Fee** payable during registration.

R \_\_\_\_\_

**Tuition Fee per month payable monthly in advance over 12 months from 31 DECEMBER 2017.**

**R \_\_\_\_\_ Per month, payable by month end in advance for the following month**

#### **ACADEMIC INFORMATION:**

Highest grade passed: E.g. Grade \_\_\_\_\_ (Please attach certified copy)

School Grade applying for \_\_\_\_\_

#### **BANKING DETAILS:**

**Bank :** FNB  
**Account name:** Advanced College (PTY) LTD  
**Account number:** 623 614 39378  
**Branch code:** 252 445  
**Branch:** Menlyn Square  
**Use Reference:** Your Child's Surname, Name and Grade

Email proof of payments to the following addresses:

#### **CONTACT DETAILS:**

Registrations: 086 126 8883 - [info@advancedcollege.co.za](mailto:info@advancedcollege.co.za)  
 Other: 072 629 9705 - [francois@advancedcollege.co.za](mailto:francois@advancedcollege.co.za)

Signature of all Parties: \_\_\_\_\_

**DOCUMENTATION: Please provide copies of**

- ID of student
- ID of both parents
- Proof of residence (FICA)
- Report from previous school or NCA test results
- Transfer certificate from previous school (where applicable)
- Proof of payment
- Payslip of person/s liable for payment of school fees
- Completed debit order by person/s liable for payment of school fees
- If the application is successful, a Mandate for the debit order must be signed as well

**GRADE 12 STUDENTS:**

- Copies of Grade 10 & Grade 11 school reports
- Certified copy of student's ID
- 2 Colour ID photo's are needed for the SACAI Registration Form  
Where the registration form is sent electronically, please **POST** these 2 photo's to:  
Postnet Suite nr 3, Private bag x 592, Silverton, 0127  
(Please write **NAME & ID NO** on the back of each photo, and if possible, put in small plastic bag)
- Proof of Payment of Examination Fees – paid to SACAI (before March)

Signature of all Parties: \_\_\_\_\_

# DEBIT ORDER FORM

(Please Print)

Application Date:	Account No:	Branch Id:			
<b>CUSTOMER INFORMATION</b>					
Surname:	Full Names:	Initials:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs.	<input type="checkbox"/> Miss <input type="checkbox"/> Ms.	Marital status :
Identity No:	Language:	Birth date:	Gender		
Physical Address:	Province:	Country:	Code:		
Postal Address:	Province:	Country:	Code:		
Home Phone:	Mobile No:	Fax No:	Email Address:		

## BANK ACCOUNT DETAIL

Bank Name:	Branch Code:	Account Holder:	Account No:	Type:	Exp Month:	Exp Year:
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## EMPLOYER INFORMATION

(Please provide your salary advice and bank statement to the service provider.)

Employers Name:						
Employer Address:				Country:	Code:	
Contact Person:	Work Phone:	Fax No:	Email Address:			
Department:	Pay Day:	Job Description:	Employee No:	Disposable Income:	Salary Frequency:	

## CUSTOMER ACCOUNT INFORMATION

Customer was created by:	SMS Activated:	Status:
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The above information is true to the best of my knowledge. I understand that I am financially responsible for any balance. I also authorize to release any information required to process my application.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Signature of all Parties: \_\_\_\_\_

**TERMS AND CONDITIONS**

1. I declare that the application detail above is true and correct and bind myself to these terms and conditions. The address above serves as my domicillium citandi et executandi for the purposes of any notice in terms of this agreement. I acknowledge that the Service provider will render goods and/or services to me from time to time and that the Service provider will furnish me with monthly invoices, for goods and/or services rendered. The invoice amount will be collected from my bank account, under the terms and conditions agreed to in this agreement.  
I hereby acknowledge that:
  - 1.1 The terms and conditions hereunder have been explained to me and I understand the consequences of the agreement;
  - 1.2 I have had an opportunity to read the agreement;
  - 1.3 I have received the goods or services in good order.
  - 1.4 The application detail completed forms part of these terms and conditions;
2. **Repayment Schedule**  
I accept and agree that invoices made out for goods and/or services rendered to me, by the service provider, or quotations or repayment schedules accepted by me, sets out the payment information relating to the agreement and must be read as part of this agreement. I also agree that should I default on any payment as set out in invoices or quotations or repayment schedules accepted, attached, that this whole agreement will become arrears and that this agreement will fall under incidental credit agreements, as envisioned in the National Credit Act of 2005.
3. **Consent**  
The Customer consents to the service provider to obtain and supply any information from or to any credit bureau and his employer inter alia, without derogating from the generality hereof, details pertaining to the Customer's salary, employment, residential address and best contact details. In the event of the Customer being married in community of property, and the Customer's spouses consent is required in respect of this agreement, the Customer warrants that his/her spouse requisite consent, if any, will be provided within a reasonable period after a request is made by the Service provider for same to be provided. The Customer indemnifies the Service provider against any loss or damages it may suffer as a result of a failure to provide such aforesaid consent.
4. **Statements**  
The Service Provider shall supply the Customer with a copy of the duly executed agreement or, in the case of an electronic or telephone originated agreement a copy of the transcribed agreement. The Service Provider shall provide a statement of account to the customer on or before the last day of every third month for the duration of the agreement, which the Customer agrees to. The Customer agrees to collect the statement in person by the Service Provider at the business premises of the Service Provider or to be fax to the Customer at an arranged fax number.
5. **Marketing**  
The Customer consents that the Service Provider, its affiliates, associates and subsidiaries may send advertising and promotional material by email, SMS (Short Message System) to his/her computer, cellular telephone as provided herein. The Customer furthermore consents to the Service Provider sending SMS's to him/her with regards to his/her outstanding balance(s), when his/her installment is due and payable, when he/she is in arrears with his/her payments and related matters. Should the Customer wish to unsubscribe from such messages, the customer will contact the Service Provider.
6. **Early Settlement**
  - 6.1 The Customer is entitled to settle the Agreement at any time, without advance notice to the Service Provider;
  - 6.2 If the account is in default, the amount required to settle the agreement shall be the total of the following amount:
    - 6.2.1 the unpaid balance of the principle debt up to the settlement date;
    - 6.2.2 The unpaid interest charges up to the settlement date; and a monthly administration fee of 50.00 (fifty) rand for each month in arrears;
    - 6.2.3 All other fees, charges and insurance payable by the Customer to the Service provider up to the settlement date;
7. **Consumer's right to terminate the agreement**  
The Customer may terminate this agreement at any time by paying the settlement amount due to the Service Provider, in accordance with paragraph 6 above and by requesting the service provider to close the customer's account, in writing.
8. **Service Provider's right to terminate the agreement**
  - 8.1 The Service Provider reserves the right, in terms of section 123 of the Act, to terminate this agreement and proceed with legal proceedings in terms of section 129(1)(b) and section 130(1) of the Act, which proceedings may result in a Court of law enforcing the repayment of the Customer's outstanding obligation in terms of this Agreement. Any judgment of such Court, as aforesaid, shall be recorded by credit bureau available to other service providers.
9. **Penalty Interest on arrear amounts**  
Should the Customer default and / or fails to pay any amount on the due date thereof, then same shall attract penalty interest as calculated in 9.1 below:
  - 9.1 the Customer shall be liable for and pay interest, calculated on the total amount which is payable but is unpaid at the same rate as set out in the National Credit Act, for Incidental credit transactions, from the date of default to date of payment in full; and
  - 9.2 the full outstanding balance of the capital together with total cost of credit charges (including any unpaid accrued interest) and 34 (thirty four) percent debt collection fee shall, at the sole discretion and instance of the Service Provider, immediately become due, owing and payable;
10. **Payments**  
Payments will be allocated firstly towards payment of any due or unpaid interest, thereafter any due or unpaid fees or charges (including legal costs, if any) and lastly the capital. I hereby authorize the Service Provider to debit funds for collection on my bank account as set out in this agreement under the terms and conditions as agreed in this agreement.
11. **Breach of Agreement**  
If the Customer is in default for at least 20 days, subject to 10 days written notice as contemplated in Section 129 (1) or 86 (9), the Service Provider may approach the court for an order to enforce the agreement including a claim for all outstanding amounts and / or damages. The Customer agrees to pay all reasonable costs of the collection of payments and further agrees to pay all legal costs on an attorney and client scale caused by his/her default including debt collectors' costs and tracing fees.
12. **Complaints**  
Complaints may be directed to the Service Provider at the contact details provided in the Agreement, or to the National Credit Regulator at (011) 554-2600.
13. **Cession**  
The Service Provider has the right on written notice to the Customer to transfer (cede and assign) all the Service Provider's rights and obligations in this agreement to a third party and the Customer will then pay the third party instead of the Service Provider.

**14. Entire Agreement**

Signature of all Parties: \_\_\_\_\_

This agreement constitutes the entire agreement between the parties relative to the subject matter hereof and supersedes all representations, warranties, agreements or undertakings previously made relative to such subject matter, and no such representations, warranties, agreements or undertakings shall be of any force and effect unless contained herein. No indulgence, extension of time, relaxation or latitude which the Credit Supplier may show, grant or allow to the Customer shall constitute a waiver by the Service Provider of any of its rights and the Service Provider shall not thereby be prejudiced or stopped from exercising any of its rights against the Customer which may have then already arisen or which may thereafter arise, and / or applying / enforcing the terms of this agreement. No variation of any of the terms and conditions of this agreement will be binding on the parties unless committed to writing and signed by them respectively. Should any provision or portion of this Agreement be unenforceable by law, void or voidable, such provision shall be severable from the remaining provisions hereof which shall remain in full force and effect.

Signed at: \_\_\_\_\_ on date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Service Provider or Authorized Representative

\_\_\_\_\_  
Signature of Customer

### COST TO CLIENT AGREEMENT AND MANDATE

#### Recorded

This signed Authority and Mandate refers to the agreement between customer and the service provider. It is duly recorded that this agreement serves as a contract entered into between the Customer and RENT PAY and also stipulates the recovery of Service Provider Fees from the Customer, where the discretionary Service Provider Fee recovery option is activated / selected. Separately, the Customer has entered into an Agreement with the Service provider and has instructed ACPAS to process the Customer's payment obligations for the benefit of the Service provider. This Service Fee recovery contract is facilitated by the Service provider on behalf of RENT PAY and in terms of this contract RENT PAY is entitled to a Service Provider Fee for the processing of every payment obligation by the Customer as contained in this contract. The Customer agrees to payment of such Service Provider Fees, subject to the terms and conditions set out in THIS CONTRACT.

#### In terms of the Contract between Customer and RENT PAY, the Customer agrees:

The Customer acknowledges and agrees to the payment obligations of fees to RENT PAY of R25 (twenty five rand) per payment instruction, under the terms and conditions set out in this contact; (All pricing is subject to an annual pricing review on the 1st of July )

1. This contract excludes all credit costs and obligations between Customer and the Service Provider as contained in the Agreement between the customer and the service provider;
2. The Customer acknowledges and agrees that both the Credit obligations as well as the Fees, as stipulated separately in this contract and the agreement between the customer and service provider, will be processed as one single transaction.
3. The contract excludes all bank charges agreed to between the Customer and his/her bank.

#### Authority

I/We hereby instruct and authorize you the issue and deliver payment instructions to your banker for collection against my/our abovementioned account at my/our abovementioned bank (or any other bank or branch to which I/we may transfer my/our account) on condition that the sum of such payment instructions will never exceed my/our obligations as agreed to in this contract and the Agreement, between the customer and service provider and commencing on the date of signature and continuing until the Authority and Mandate is terminated by me/us by giving you notice in writing of not less than 20 (twenty) ordinary working days, and sent by prepaid registered post or delivered to your address indicated above. The individual payment instructions so authorized to be issued must be issued and delivered as set out in the agreement between the customer and service provider, between the first and thirty first of each month.

In the event that the payment day falls on a Saturday, Sunday or recognized South African public holiday, the payment day will automatically be scheduled for the pre-ceding ordinary business day, or alternatively, the very next ordinary business day. Further, if there are insufficient funds in the nominated account to meet the obligation, you are entitled to track my account and re-present the instruction for payment as soon as sufficient funds are available in my account.

I/We understand that the withdrawals hereby authorized will be processed through a computerized system provided by the South African Banks and I also understand that details of each withdrawal will be printed on my bank statement or on an accompanying voucher. (This reference number, if provided to you should enable you to identify the Agreement / Contract.) I/We shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force, if such amounts were legally owing to you.

#### Mandate

I/We acknowledge that all payment instructions issued by you shall be treated by my/our above mentioned bank as if the instruction had been issued by me/us personally.

#### Cancellation

I/We agree that although this Authority as mandate may be cancelled by me/us, such cancelation will not cancel the Agreement. I/We shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force, if such amounts were legally owing to you.

Signature of all Parties: \_\_\_\_\_

**Assignment**

I/We acknowledge that his authority may be ceded or assigned to a third party if the Agreement is also ceded or assigned to that third party, but in the absence of such assignment of the Agreement, this Authority and Mandate cannot be assigned to any third party.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_

Signature: \_\_\_\_\_

**Service Provider Signature (on behalf of RENT PAY)**

**Customer Signature**

Signature of all Parties: \_\_\_\_\_