

**APPLICATION FOR REGISTRATION 2019**

**GR. R – 11**

**NEW LEARNER: FIRST ENROLMENT**

ADVANCED COLLEGE

 Jourdaan Street

 Thabazimbi, 0380

 Tel: 071 656 9659

 Fax: 086 513 9728

 Email: TBZ@advancedcollege.co.za

 Dear Parent or Guardian

**REGISTRATION: NEW LEARNER 2019**

Thank you for choosing Advanced College as your school of choice. The following information will clearly stipulate the procedure that needs to be followed. Should there be any questions, please do not hesitate to contact the school so that these may be answered.

**TAKE NOTE:**

**Re-registration of learners must be done yearly; it is not automatic. Should a learner’s application not be successful, parents/guardian will be contacted and notified by sms/email.**

1. **APPLICATION / REGISTRATION FORM**

Available directly from the school. Please complete each section completely. Incomplete application will not be considered. Application must be returned to the School within 3 days to ensure a speedy applications process.

1. **ADMISSIONS PROCEDURE**

The learner will be expected to write an admission tests in both the language of instruction and mathematics. The secretary will call to schedule the date and time for such tests.

1. **DOCUMENTATION**

 Copies of the following documents are required:

* ID-document (copy) of both parents/guardian, marriage certificate and/or divorce letter
* Birth certificate of learner
* Proof of Residence (Water & lights / telephone account)
* Copy of Medical Card (Gr R – Gr 1)
* 2 x Passport photos of learner
* Transfer Card and Newest report or Progress report
* Confidential Letter of previous school
* Registration Fee – R750 per learner
* Sport Levy – R100 per learner per year

**Please take note that no application can be processed without the above mentioned documentation or should the application not be complete.**

1. **INTERVIEW**

After completion and submission of the application form with the accompanying documentation, parents/ guardian will be contacted by the school secretary to schedule an interview with the Principal/Manager. The interview, with the information in your application form and admissions tests will determine if your child will be accepted to Advanced College. Please expect a call in this regard.

1. **ADMISSIONS TESTS AND INTERVIEW**

**The admission tests fee must be paid before testing will take place.** A school readiness test will be done for Gr 1 and diagnostic assessment test for new applicants in other grades.

**Grade 1 learners will be provisionally accepted. The final decision will be based on the results of the School readiness test that must be made available to the school.**

1. **APPROVED OR UNAPPROVED**

You will be contacted by the secretary to inform you if your child’s application has been successful or not. **A yearly non-refundable registration fee of R750. 00 per learner is immediately payable with acceptance.**

**Should the application be unsuccessful the School Management is under no obligation to give reasons for the application being unapproved and no further correspondence or discussions will be entered into regarding the unapproved application.**

1. **SCHOOL FEES**

**School fees are paid monthly in advance, without exception.** School fees are normally increased annually but not with more than 10%. For School Fee Payment options for 2019 please refer to Registration forms as discount is applicable for fees paid in advance. School fees are payable over 11 months and are as follows:

 Grade 0 School Fee of R1420 per month

Grade 1 to 3 School Fee of R1310 per month.

 Grade 4 to 6 School Fee of R1530 per month.

 Grade 7 to 9 School Fee of R1855 per month

 Grade 10 to 11 School Fee of R2185 per month

 **OTHER FEES:**

1. Textbooks and Set works – may be ordered through the school but must be paid by the parents.
2. Sport Levy of R100 per year.

**BANK DETAILS:**

NAME: A and F College (Pty) Ltd

BANK: FNB

ACCOUNT NO: 625 439 83 698

BRANCH: 252 445 (Menlyn Square)

REFERENCE: TBZ/Learner Surname & Name

Should any information be unclear with regards to the application process, please contact the office for more information.

Kind Regards



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MS. JENNY DE KLERK

MANAGER / PRINCIPAL

**Advanced College Thabazimbi**

Tel: 071 656 9659 / Fax: 086 513 9728

P O Box 985, Thabazimbi, 0380 / Jourdaan Str, Thabazimbi, 0380

Email: advancedcollegetbz@gmail.com

**CONFIDENTIAL LETTER OF PREVIOUS SCHOOL**

**Must be completed by the learner’s previous school.**

**Please completed this page and fax it back to Advanced College Thabazimbi.**

1. Name of Learner: Current Grade:

Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth:

1. Please grade ability:

|  |  |  |  |
| --- | --- | --- | --- |
| 4. Exceptional | 3. Good | 2. Average | 1. Below Average |

|  |  |
| --- | --- |
| English (HL / FAL) |  % / level |
| Afrikaans (HT / EAT) |  % / level |
| Mathematics |  % / level |

1. **Any problems or disabilities that you have knowledge of:** (E.g. Family, emotional, remedial, medical, behavior, ability to adjust, etc.)

1. **School Fees:** Please circle the correct option. If not fully paid up to date, please stipulate what the outstanding amount is.

|  |  |  |  |
| --- | --- | --- | --- |
| Fully paid up  | Mostly paid up | Mostly unpaid | Unpaid |
|  | R\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | R\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | R\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. Parent involvement at the current school (Please stipulate):

1. Should this learner be accepted? Is there any information you would like to bring to our attention? Specify please.

**Current School Stamp:**