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& Home Schooling  
In Pretoria East, Centurion, Kempton Park  
Midrand, Roodepoort, Thabazimbi



ADVANCED COLLEGE (PTY) LTD

# Advanced College SA Registration Form

## Grade RR – 9 New Students for 2019

**For parents who are not South African residents, annual tuition fees must be paid in full per term or for the year before the start of the academic year.**

Our teachers are qualified and SACE registered, plus we use student teachers under guidance of the senior registered teachers. We are registered with the exam board, SACAI (South African Comprehensive Assessment Institute) who are recognised by UMALUSI. Registration number A-1046-16  
We are also registered with SAGE PASTEL & FASSET SETA as SVA0020.

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 SA(PTY) Ltd. (a copy of which conditions is set out overleaf) for the enrolment of the said Pupil as a scholar in Advanced College SA(PTY) Ltd in:

Grade: \_\_\_\_\_ With effect from: \_\_\_\_\_ 20\_\_\_\_, at (Branch) \_\_\_\_\_

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

**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:**

<b>NAME OF CURRENT SCHOOL:</b>	<input type="text"/>	<b>CURRENT GRADE:</b>	<input type="text"/>
<b>ADDRESS:</b>	<input type="text"/>		
<b>CONTACT:</b>	<b>TEL. (    )</b>	<b>FAX. (    )</b>	
<b>DATE/EXPECTED DATE OF LEAVING ABOVE SCHOOL:</b>	<input type="text"/>		
<b>FOR GRADES 10 &amp; 11, PLEASE STATE SUBJECTS PRESENTLY BEING STUDIED:</b>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
<b>OTHER SCHOOLS APPLIED FOR:</b>	<input type="text"/>		

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

<b>NEWSPAPER</b>	<b>PUPILS / PARENTS</b>	<b>EXIBITIONS</b>	<b>OTHER:</b> <input type="text"/>
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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:** \_\_\_\_\_

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

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

**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 SA(PTY) Ltd; I understand the financial implications of this to me; I am financially in a position to meet my obligations to Advanced College SA(PTY) Ltd; and I shall ensure that all fees charged shall be paid on the due dates. I furthermore grant Advanced College SA(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.

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

**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 SA(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 HEREO

I choose the following home address as my domicilium citandi et executandi for delivering of any notices:

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

**Signature:** \_\_\_\_\_  
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 SA(PTY) Ltd.  
Terms and Conditions of Provisional Enrolment of Pupil.**

**1. DEFINITIONS**

1.1 'the College' shall mean Advanced College SA(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.

Signature of all Parties:

\_\_\_\_\_

**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.

**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 SA(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 and transport to these and between Advanced College branches provided by staff with a legal drivers licences. The College undertakes through its staff to take all reasonable precautions to ensure the safety and welfare of its pupils.

Signature of all Parties:

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**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**

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

7.3 Notwithstanding the provisions hereof it is acknowledged that the College, through its Principal or other authorised agent, may give one month notice at any stage of termination of this contract.

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.

Please note: Classes may be more than 20 children per Teacher

Medical/Special needs/other information needed of child:

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Signature of all Parties:

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## Fees:

### NB: School fees are paid in advance per month:

Example:

- January 2019 School fees are payable by 30 December 2018
- February 2019 School fees are payable by 30 January 2019
- March 2019 School fees are payable by 30 February 2019
- & so forth at the end of each month for the following month's school fee.

I, (person liable for payment) \_\_\_\_\_ understand the above mentioned payment method and will adhere to it (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

- 1. Enrolment Fee (Non – refundable)** -we require the enrolment fee with registration AND the January's school fee paid upfront by 30 December 2018. Handbooks are not included, Parents will be liable to purchase the handbooks.

<u>Grade</u>	<u>Enrolment Fee</u>
RR – 7	R400
8 - 9	R600

- 2. School Fee per month payable monthly in advance over 12 months from 30 DECEMBER 2018 with debit order which is compulsory.**

<u>Grade</u>	<u>Fee per month if Debit order HAS BEEN COMPLETED:</u>	<u>Fee per month if debit order HAS NOT BEEN COMPLETED:</u>
RR	R1000	R1300
R	R1000	R1300
1	R1100	R1300
2	R1100	R1400
3	R1100	R1400
4	R1100	R1400
5	R1250	R1550
6	R1350	R1650
7	R1450	R1800
8	R1800	R2000
9	R1950	R2150

7.5% Discount on School fees if all paid in advance.

**NB: School finishes at 14h00. If children are not collected by 14h30, Parents will be liable to pay R50/per hour until collected.**

Signature of all Parties:

\_\_\_\_\_

**ACADEMIC INFORMATION:**

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

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

**BANKING DETAILS:**

**Bank :** FNB  
**Account name:** Advanced College SA (PTY) LTD  
**Account number:** 623 614 39378  
**Branch code:** 252 445  
**Branch:** Menlyn Maine  
**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)

**Supporting documents (Important)****DOCUMENTATION: Please provide copies of**

- ID / Birth Certificate if younger than 16, 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

Signature of all Parties:

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**School Subjects:**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
 4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
 7. \_\_\_\_\_ 8. \_\_\_\_\_ 9. \_\_\_\_\_

**Subjects 2018**

GRADE 4 to 6:	GRADE 7
English (Home Language)	English (Home Language)
Afrikaans (Eerste Addisionele Taal)	Afrikaans (Eerste Addisionele Taal)
Mathematics	Mathematics
Life Orientation	Life Orientation
Natural Science	Natural Science
Social Science	Social Science
Technology	Technology
	Economic Business Science
	Arts & Culture

**Text books:**

A list of text books is available with registration and can be bought at any supplier or ordered through our supplier with courier cost. Pricing available on request

**Please note that:**

- An **estimated cost** for a Learner's Book is ± R200.00
- The Supplier's yearly price increases are usually between Feb-April each year.
- Although we provide information about the text books, it remains your own responsibility to purchase them. Advanced College SA is not responsible for the supplying and distribution of text books.

Signature of all Parties:

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