

APPLICATION FOR ADMISSION TO SCHOOL

ED-U-College (Vaal)

26A Beaconsfield Avenue (Preschool)
 20 Joubert Street (Foundation Phase)
 29A Hofmeyer Avenue (Intermediate Phase)
 31 Hofmeyer Avenue (High School)
 Vereeniging
 1930

Telephone: 016 - 455 1097
 Fax: 086 6350632
 Year: _____



Note: This form must be completed in full. All changes to be initialed or signed by parent / guardian. Completing the form does not necessarily mean that the learner has been accepted into the school.

Grade Applied For:	Highest Grade Passed:	Year When Grade was passed:	Accession No:
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Surname:	Initials:	Nick Name:
First Name:	Other Names:	
Date Of Birth: YYYY	MM	DD
Race	Gender:	Male: Female:
Country of Residence:	Identification or Passport No:	
If SA, indicate province of residence:	Citizenship:	
	Study Permit number of non SA Citizen:	

Physical Address:	Home Telephone:
City/Suburb	Emergency Telephone:
Code:	Learner Cell:
Learner Email Address:	
Home Language:	Language of Instruction: English HL & Afrikaans FAL
Boarder: Yes No	Mode of transport:
Deceased Parents: Mother Father Both	Taxi Driver Contact No.:
Religion:	For Grade 1 only: Indicate Pre-Primary Education: None Non Formal Formal

Previous School Information

Name of Previous School:
Previous School Address:
Code: Province: Country:

Learner Medical Information

Medical Aid Number:	Medical Aid Name:						
Medical Aid Main Member:	Doctor Name:						
Doctor's Address:	Doctor Telephone Number:						
Medical Conditions:							
Special Problems Requiring Counseling:							
Dexterity of Learner: Right Handed Left Handed Ambidextrous	<table border="1" style="width:100%"> <tr> <td>Reg. Social Grant</td> <td>YES</td> <td>NO</td> </tr> <tr> <td>Rec. Social Grant</td> <td>YES</td> <td>NO</td> </tr> </table>	Reg. Social Grant	YES	NO	Rec. Social Grant	YES	NO
Reg. Social Grant	YES	NO					
Rec. Social Grant	YES	NO					

- If the learner is accepted, the following documents must be submitted to the school:**
- | | | | |
|---|---|--------------------------|----------------------|
| 1. Copy of Immunisation Records | 2. Copy of Birth Certificate | 5. Registration Fee | 7. Study Permit |
| 3. Progress Report from Previous School | 4. Transfer Letter from Previous School | 6. Copy of Salary Advice | 8. Copy of Parent ID |

Siblings			
Number of other children in this school:		Position in the Family (e.g. first):	
Please supply full names below:			
Name:		Grade:	
Name:		Grade:	
Name:		Grade:	

Parent / Guardian Information		Complete a SEPARATE parent form for each parent living at a different physical address	
Title:	Initials:	Surname:	
First Name:	Gender:	Male:	Female:
Home Language:	Race:		
Identification Number:		Or Passport number	Account Payer: Yes No
Residential Street Address:			
		City/Suburb	Code:
Occupation:	Employer:		
Surname of Spouse:	First Name:		
Occupation of Spouse:	Learner resides with this parent/s		Yes No
Spouse ID Number:	Relationship to Learner:		
Marital status of parent:			

Correspondence Details:			
Title:	Surname:		
Postal Address:			
		City/Suburb	Code:

Other Contact Details			
Home Telephone		Work Telephone :Number	
Fax Number :		Cell Number :	
Spouse Work Telephone Number:		Spouse Cell Number :	
E-Mail Address:	Spouse E-Mail Address:		

I hereby declare that to the best of my knowledge, the above information as supplied is accurate and correct.

Name of Parent / Guardian (Please Print) : _____

Signature of Parent / Guardian : _____

Date: _____/_____/_____

Office use only:		
1. Date:	2. Accepted:	3. Accession Number:
4. Rejected:	5. Reason for Rejection:	
6. Documentation Received:	6a. Immunisation Record:	6b. Birth Certificate:
6c. Progress Report from Previous School:	6d. Transfer Letter from Previous School:	6e. Registration Fee
6f. Copy of Salary Advice	6g. Parent responsible for fees - copy of ID	6h. Study Permit

GENERAL INDEMNITY FORM

I, the undersigned, _____ (Full names of Parent / Guardian)

ID No: _____ being the Parent / Legal Guardian of _____,

hereby enroll him / her and accept the stipulations of the indemnity below and undertake the following:-

- I authorise Ed-U-College to act in loco parentis in respect of the minor for the duration of him / her attending school and in the event of any unforeseen circumstances arising, until such a time as I may again take over responsibility for the minor.
- I authorise Ed-U-College, at its discretion that, in its opinion, a reasonable parent would have to take in relation to the safety and well being of the minor and accept personal liability for all expenses and costs arising out of such actions, including medical expenses and the cost of medicines.
- I indemnify Ed-U-College against any and all losses, damages and injury, including all consequential losses and damages to and in respect of any property of the minor or any other parties or in the possession of the minor or any other parties arising out of actions of Ed-U-College during and in any way related to the school including trips arranged by the school and accept full liability in the place and stead of Ed-U-College, for any and all such loss, damage and injury and consequential losses and damages.
- This Indemnity extends to all members and employees of Ed-U-College and all contractors employed by Ed-U-College in the same manner as that in which it extends to Ed-U-College.
- I give consent for my child to walk with an Educator to Ed-U-College's Sports Ground and utilise the Sports Ground and Facilities.
- I give consent for my child to be photographed at school, on outings and to use that photograph for Ed-U-College's website and marketing materials.

PARENT / SIGNATURE

DATE

LEARNER SIGNATURE

DATE

WITNESS

DATE

FINANCIAL CONTRACT

I, the undersigned, _____ (Full names of Parent / Guardian),

ID No: _____ being the Parent / Legal Guardian of _____

in Gr. _____, hereby agree that :-

- I take **FULL** responsibility for the payment of my child's school fees on time.
- I shall pay **All fees in ADVANCE by the 7th of each month.**
- In the event of breach of contract Ed-U-College (Vaal) could at its own discretion:
 1. Withhold tuition and / or
 2. Confiscate learning material and / or
 3. Withhold results and / or
 4. Hand over account to attorneys for collection of all outstanding fees after 21 days notification to parents and/or (referred to as de-registration)
 5. Cancel this contract after 21 days of notification to parents and add 2(two) month's school fees to the arrears amount – in lieu of notice (referred to as de-registration.)
 6. Removal from register.
 7. Not mark or evaluate work, tests and / or exams.
 8. Withhold transfer cards and / or indicate payment owed on the transfer card.
- I, the Parent / Guardian am required to give **two calendar month's notice in writing before withdrawing the pupil from the school.** (If I, the Parent, fail to give such notice, I shall nonetheless be liable for payment in full of all school fees plus two months notice period from the last day of attendance by the learner).
- I, the Parent / Guardian shall not be entitled to rebate of fees if my child is absent for any portion of a school term for whatever reason.
- I, the Parent / Guardian shall submit proof of income on enrolment or at any stage requested by the school. (Learners only be admitted and remain registered while parents' financial status is viable.)
- In the event that I, the Parent / Guardian send school fees or any money with my child, the school will not take responsibility for any loss or theft thereof.
- I, the Parent am aware that if my child is de-registered and I do not re-register my child within 30 days after de-registration, my child / children will not be able to continue their education at Ed-U-College.
- **The school reserves the right to:**
 1. Charge interest on overdue accounts and / or charge an administration costs for fees in arrears.
 2. Without notice to vary these conditions, including fees and other extras, from time to time, in its entire discretion, but failure by the school to enforce any condition shall not constitute a waiver of its rights.
 3. Allocate any funds paid toward other school activities such as outings, trips, and fundraising, including LSM, toward school fees at any time if school fees are in arrears. LSM fees are due on or before the 7th of every month – money paid toward school fees will be allocated to cover the monthly LSM fee outstanding.
 4. In the event of learners leaving the school and siblings remaining, any fees received will be allocated towards the notice period of the learners left until fully paid up.
 5. Charge Half-day Pre-School learners collected after 13h00: R50.00 per hour or part thereof.
 6. Charge Full-day Pre-School learners and Aftercare learners collected after 17h00: R100.00 per hour or part thereof.
- The school is entitled to instruct its attorneys to attend to the collection of any overdue accounts, and the parent is liable for payment of all costs so incurred, on the scale as between the attorney and client, including collection commission, whether legal proceedings are instituted by the school's attorneys or not.
- **Enrolment at Ed-U-College is only confirmed on receipt of all valid documentation required on this form e.g. Transfer card from previous school, Report from previous school, both with the original school stamp. (No copies will be accepted.)** Written proof of paid up account at previous school. Valid Passport and Study Permit for Non-South African Learners.
- If any fees for the previous year is outstanding such a learner will not be allowed to enroll for the following year.
- If a learner leaves the school through the year and any fees are outstanding, the learner will not be allowed to re-enroll without full settlement and registration fees paid.
- If a learner is outstanding any fees on 31 December, registration fees will be payable to enroll for the following year.
- **NO registration fee will be refunded.**
- **ALL** school fees are payable for 12(twelve) months – January up to and including December **except** for Grade 12 learners whose fees are payable over 11(Eleven) months – January up to and including November.
- **Should my child return at the beginning of a new year, the previous year's financial contract remains valid until such time as the responsible person has signed the compulsory financial contract of the new year – therefore all clauses remain in effect.**
- **Should my child not return forms for the following year by deadline date a re-registration fee will be charged and my child will placed on a waiting list.**

I HAVE READ, UNDERSTOOD AND UNDERTAKE TO ADHERE TO THE REGULATIONS ABOVE

PARENT SIGNATURE

WITNESS

DATE