

RAND VIEW COLLEGE
STAND NO. 47, MAIN REEF ROAD
RANDFONTEIN
1759



GDE REG. NO.: 400365
Email :randviewcollege@yahoo.com/ info@randviewcollege.com
Website : www.randviewcollege.co.za
TEL : (011) 412 2439
FAX: (011) 412 2528

ENROLMENT FORM (Grade 1-12)

ACADEMIC YEAR	
STUDENT NAME	
DATE OF BIRTH	
STUDENT NUMBER	
GRADE	
ACCEPTANCE OF REGISTRATION BY PRINCIPAL	
PAYMENTS DETAILS	(CASH IN FULL OR MONTHLY DEBIT ORDER/ CREDIT CARD)
NAME OF BANK OR VISA/MASTER CARD	
BANK ACCOUNT OR CREDIT CARD NUMBER	
BRANCH OR CCV (Last 3 numbers in back)	
CREDIT CARD DATE OF EXPIRY	
I HEREBY AUTHORISE THE INSTITUTION TO PROCESS PAYMENTS DUE ON A MONTHLY BASIS.	
SIGNATURE	

ACCOUNT NUMBER: 62287649994.

REFERENCE: STUDENT'S NAME AND SURNAME. FNB BANK

FEES MUST BE PAID IN FULLY 1ST NOVEMBER 2018.
THE ONLY ACCEPTABLE PAYMENT METHODS ARE CASH IN FULL AT THE BEGINNING OF THE ACADEMIC YEAR OR BANK DEBIT ORDER OR CREDIT CARD

(1) PARTICULARS OF STUDENT

Surname: _____ First Names: _____

Date of Birth: Day _____ Month _____ Year _____

Are you a South African citizen? _____

Identity number _____ and/or Passport number _____

Attach certified copy of your identity document and passport.

Home address: _____

_____ Code _____

Tel: (Home) _____ Tel (Work) _____ Cell _____

I, the undersigned, duly assisted by my parent/guardian, declare that all particulars contained in this form are true and correct, that I have read and understood all provisions of this agreement and insofar as they relate to me consider myself bound by all such provision. _____ Signature.

Assisted by Parent/Guardian _____ Signature _____

Date: _____

(2) PARTICULARS OF PARENT OR LEGAL GUARDIAN and GUARANTOR

What is your relationship with the student mentioned above? _____

Parent/Guardian Surname: _____ First Names: _____

Title: _____

Date of Birth: Day _____ Month _____ Year _____

Are you a South African Citizen? _____

If not, supply a certified copy of residence permit or passport.

Identity number _____ and/or Passport number _____

Attach certified copy of your identity document and passport.

Home address: _____

Attach copy of least electricity/rates/rent account

How many years have you resided at this address? _____

Postal address _____ Code _____

Tel (Home) () _____ Tel (work) () _____ Cell _____

I, the undersigned declare that all particulars contained in this form are true and correct, that I have read understood all the provision of this agreement and insofar as they relate to me consider myself bound by all such provisions and responsible for all payments due. _____ Signature _____

Date _____

TERMS AND CONDITIONS OF ENROLMENT

ACKNOWLEDGEMENT OF LIABILITY BY GUARANTOR & UNDERTAKING TO PAY

- 1.1 The Guarantor hereby acknowledges
- 1.1.1 That the enrolment of student to Rand View College (the institution) shall be on the following terms and conditions set out hereinafter.
- 1.1.2 That he is truly and lawfully indebted to the institution for all sums owing for educational services (the fees) rendered by the institution in respect of ("the student") determined in terms of provisions of clauses, 7 and 15.3 herein;
- 1.1.3 That any failure by the student for whatsoever reason to attend classes will not in any way relieve him of his obligation herein;
- 1.1.4 That the amounts payable to the institution in respect of and incidental to the educational services rendered to the student shall be liable for be calculated on the basis of fees, rates and charges imposed by the institution as at the date of enrolment.
- 1.1.5 That he shall be liable for any bank charges levied against the institution in the event of a bank declining to honour any method of payment made by him;
- 1.1.6 that in the event of any amount owed to the institution not being paid on due date, the institution shall be entitled to claim interest from him on the outstanding amount calculated at the prime interest rate of plus 10% from date of demand to date of final payment, both days inclusive;
- 1.1.7 that he shall be liable for all legal costs incurred by the institution in recovering any amount due calculated on the attorney and client scale, including tracing fees and collection commission; and
- 1.1.8 That certificate signed by a member of the institution setting out the amount of his indebtedness as determined in terms of the provisions of clauses 6,7 and 15.3 herein, hereunder shall be sufficient proof of his indebtedness to the institution.
- 1.2 the guarantor hereby undertakes to pay on demand all amounts which are due and payable to the institution in respect of and incidental to all educational services rendered or to be rendered to the student as determined in terms of the provisions of clauses 6,7 and 15.3 herein.

2 Interpretation definitions

- 2.1 The following expressions shall bear the meanings assigned to them below and cognate expressions bear corresponding meanings:
 - 2.1.1 "The institution" shall mean RAND VIEW COLLEGE (Pty) LTD.
 - 2.1.2 "The student" shall mean the student named on the face hereof.
 - 2.1.3 "The parent" shall mean the person named on page 2 hereof.
 - 2.1.4 "The guarantor" shall mean the contracting party named on the face hereof.
 - 2.1.5 "The principal" shall mean the principal duly appointed or his successor.
 - 2.1.6 "The agreement" shall mean also the terms and conditions of enrolment;
 - 2.1.7 Any reference to any statute in this agreement shall be a reference to that statute as at the signature date and as amended or re-enacted from time thereafter.
 - 2.1.8 Any reference to the singular includes the plural and vice versa.
 - 2.1.9 Any reference to natural persons includes legal persons and vice versa.
 - 2.1.10 any reference to a gender includes the other genders.
 - 2.1.11 the clause heading in this agreement have been inserted for convenience only and shall not be taken into account in its interpretation.
 - 2.1.12 this agreement which includes all and any annexure hereto shall be governed by and construed and interpreted in accordance with the law of the of South Africa.

3 Enrolment

The student hereby enrolls for the academic year described on the face hereto and acknowledges that all lessons and course material are available only in English. The remaining signatories hereto, hereby acknowledge the provisions of this clause 3.

4 Admissions to the institution

The signatories hereto hereby acknowledge that the admission of the student is at the sole discretion of the principal of the institution who shall be guided by the student's previous academic results.

5 undertaking by institution

The signatories hereto acknowledge that the only undertaking made by the institution is the provision of education services in accordance with the guidelines as laid down by the relevant educational authority. No guarantee can be made in regard to the student's performance.

6 course fees

The total fee for the academic year as enrolled as a set out on the face hereof.

7 cancellation of course

- 7.1 Notice of cancellation must be given in writing at the beginning of the term. One term's notice is required And the fees for that term will be due and payable. Only the parent or guardian may cancel the registration. All fees up to the end of the term in which notice was given are due and payable. Registration fees are not refundable.

8 **exclusion of liability**

The signatories hereto hereby acknowledge and agree that neither the institution, nor its employees nor its agents shall be liable for;

8.1 Any loss of or any damage to any of the students possessions (including money);

8.2 Any injury and /or harm of whatsoever nature sustained by the student whether on the premises of the institution or not, whatever the cause may be and whether arising, directly or indirectly

8.3 Any indirect or consequential loss or damage of whatsoever nature suffered by the student howsoever arising.

9 **Indemnity**

The signatories hereto jointly and severally indemnify the institution for any loss and/ or damage suffered by the institution caused by the student or arising from any actions on his behalf

10 **Emoluments attachment order**

10.1 Should the guarantor fail to make payment to the institution as provided for in this agreement he hereby consents to an emoluments attachment order being granted in respect of any fees and costs payable to the institution in terms of these terms and conditions of enrolment, ordering that an amount deducted monthly from his net remuneration and directing whomsoever his employer might be to make such deduction and remit same timorously to the institution until such time as the whole amount payable by him is paid up

10.2 The guarantor acknowledges that after the payment of the monthly deductions plus any costs, he will have sufficient means at his disposal to maintain himself and his family.

11 **Cession of rights**

The signatories hereby acknowledge that the institution may code, assign and / or transfer any of its right, title and interest and to any or all of its claims in terms of his agreement which are now in existence at its own discretion and on such cession my liability shall continue in favour of this cessionary .the student, parent and/or guardian may not transfer their rights and /or obligations in terms of this agreement

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LEARNER'S COMMITMENT FORM

ACTS OF MISCONDUCT

1. Erratic attendance
2. Absconding lessons
3. Late -coming
4. Loitering in corridors during lessons
5. Noise making disruptive of learning
6. Unnecessary and unauthorized movement of furniture
7. Sitting on desks
8. Scuffing hair-dos
9. Not wearing school uniform

GRADE	
ACCEPTANCE OF REGISTRATION BY PRINCIPAL	
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CRITERIA FOR REGISTRATION

REGISTRATION REQUIREMENTS

1. COPY OF LEARNERS MOST RECENT REPORT
2. COPY OF LEARNERS BIRTH CERTIFICATE OR IDENTITY DOCUMENT OR PASSPORT
3. COPY OF PARENT/GUARDIANS IDENTITY DOCUMENT
4. REGISTRATION FORMS MUST BE SIGNED AT THE BACK BY PARENTS/GUARDIAN RESPONSIBLE FOR FEES
5. REGISTRATION FEES, PLUS FIRST MONTHS INSTALMENT(JANUARY OR WHICHEVER MONTH APPLICABLE) FEES
6. BRING A RIM OF PAPERS (500 SHEETS)

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GUIDENCE ON HOW TO COMPLETE THE APPLICATION FORM ADMISSION FORM

Dear prospective parents and learners

In order to complete the admission form you are requested to;

- 1 Complete the form in full
- 2 Submit the required documentation
 - ❖ Birth certificate or certified copy or acceptable proof of birth date (baptism certificate is not acceptable proof)
 - ❖ Immunization card
 - ❖ Proof of residence/ work address and
 - ❖ Transfer card and report form (if learner comes from another school)
- 3 . Ensure that all the information on the application form is correct.
- 4 Receive an admission number in writing when you hand in the form, this number will advise you on your position on: waiting list A:for learners who `s parents home address or work address is the closest to the school; learners ` from primary schools in the geographic areas; learners with siblings who are already in school. Waiting list B: for learners who do not qualify in terms of the above
- 5 By not later than the 5th November of this year , you will be informed as to whether your child`s applicant has been successful or not
- 6 If you are unsuccessful, you will be given reason in writing by the school and address of the MEC so that may lodge an appeal if you wish to.
- 7 You may be required to complete or sign other forms, but these are not conditions for admission to the school.

OFFICIAL USE ONLY:

ADMITTING LIST NUMBER _____

STATUS OF ADMISSION: APPROVED ☐ NOT ☐ APPROVED

**REASON IF NOT
APPROVED** _____

SIGNATURE: _____

DATE: _____