



APPLICATION FOR ADMISSION

Haakdoorn Academy Reg No. 2017/347675/07

| | |
|-------------|-------------|
| D6 ref nr: | |
| Student nr: | |
| Grade | ____ / 2024 |

LEARNER'S DETAILS

| | | | | | | |
|------------------|--|----------------|--|---------|------|--------|
| Surname | | Name used | | | | |
| Full Names on ID | | | | Gender: | Male | Female |
| ID/Passport no. | | Date of birth: | | Age: | | |

FATHER/GUARDIAN'S DETAILS

| | | | |
|-------------------|--|---------------------------|--|
| Name and Surname | | Employer Name | |
| ID Number | | Occupation | |
| Postal Address | | Employer Postal Address | |
| Physical Address | | Employer Physical Address | |
| Telephone number | | Work number | |
| Cell phone number | | Work Cell phone nr | |
| Email Address | | Work email address | |

MOTHER/GUARDIAN'S DETAILS

| | | | |
|-------------------|--|---------------------------|--|
| Name and Surname | | Employer Name | |
| ID Number | | Occupation | |
| Postal Address | | Employer Postal Address | |
| Physical Address | | Employer Physical Address | |
| Telephone number | | Work number | |
| Cell phone number | | Work Cell phone nr | |
| Email Address | | Work email address | |

ACCOUNT HOLDER'S DETAILS (IF NOT MOTHER/FATHER)

| | | | |
|------------------|--|-------------------|--|
| Name and Surname | | Employer Name | |
| ID Number | | Occupation | |
| Postal Address | | Physical Address | |
| Telephone number | | Cell phone number | |
| Email Address | | Work number | |

| REQUIRED DOCUMENTS | | | | | | | | | |
|--|-------------|---|-----------------------|-----------------------|-----------------|----------|---------------------------|--|--|
| Parents | ID Document | | Proof of residence | | Latest pay slip | | 3 month's bank statements | | |
| Learner | Report card | | Birth certificate | | Clinic card | | Study permit (foreign) | | |
| DETAILS OF PREVIOUS SCHOOL ATTENDED | | | | | | | | | |
| Name of School | | | | | | | Grade attended | | |
| Date attended | | | Reason for departure | | | | | | |
| FAMILY INFORMATION | | | | | | | | | |
| Ethnic group | African | Asian | Coloured | Indian | White | Other | | | |
| Home Language: | | | | Second Language: | | | | | |
| Family details: (x) | Traditional | Married | Single | Divorced | Separated | Widow/er | | | |
| | Guardian | With who does the child stay during the term? | | | | | | | |
| MEDICAL INFORMATION | | | | | | | | | |
| Name of Doctor | | | | Contact Nr | | | | | |
| Allergies | | | | | | | | | |
| Chronic illness | | | | | | | | | |
| Medical Aid Name | | | | Medical Aid Nr | | | | | |
| Name of Main member | | | | Dependant Code | | | | | |
| LIST ANY BROTHERS/SISTERS AT HAAKDOORN ACADEMY | | | | | | | | | |
| Surname | | | Name | | | | Grade | | |
| | | | | | | | | | |
| | | | | | | | | | |
| CONTACT DETAILS OF RELATIVE NOT LIVING AT THE LISTED ADDRESSES | | | | | | | | | |
| Name and Surname | | | | | | | | | |
| Physical Address | | | | | | | | | |
| | | | | | | | | | |
| Cellphone nr | | | | Relationship to child | | | | | |
| Details of person in case of an emergency, <u>other than parent/guardian</u> | | | | Name | | | | | |
| | | | | Contact nr: | | | | | |
| Is aftercare required | YES | NO | Is transport required | YES | NO | | | | |
| ADMISSION DETAILS (office use) | | | | | | | | | |
| Application fee paid | YES | NO | Date paid: | Amount paid: | | | | | |

CONTRACTUAL AGREEMENT

Pupils and parents are expected to adhere to the following conditions:

1. Tuition fees

1.1 Fees are payable strictly in advance from January to December, over 12 equal instalments. Payment of fees are due before the 1st of each month.

Consent Clause: The consumer/debtor consents to and authorises Haakdoorn Academy, the supplier, service and/or credit provider, as the case may be, to: -

- a) contact, request and obtain information at any time from any supplier, service or credit provider (or potential credit provider) or registered credit bureau in order to assess the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the consumer/debtor; and
- b) provide information about the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the debtor to any registered credit bureau or to any supplier, service or credit provider (or potential credit provider) seeking a trade reference regarding the consumer's/debtor's dealing with the supplier, service and/or credit provider.

Acceleration Clause:

Should any payment due in terms hereof not be made on the due date, the annual school fees will immediately become due, owing and payable, together with all interest and all legal fees on an attorney and client scale.

Interest clause:

Interest will be added at 2% per month and will be added to the total amount outstanding from date of default.

Domicilium address:

I hereby choose the following email address _____ as my domicilium citandi et executandi at (address for service of all letters, documents and pleadings)

Arbitration clause:

The School may elect not to proceed with formal litigation but refer this matter for Arbitration. I therefore agree and give consent that any dispute, difference in opinion or claim based on a liquid document or for a liquidated amount in money, and which stems from this agreement, be resolved through the process of arbitration and submitted to the "South African Chamber of Arbitration" for arbitration. I understand that an arbiter will be appointed to resolve the dispute, difference in opinion or claim and that rules of the South African Chamber of Arbitration will apply. I take note that the rules are available for inspection on the website of the Chamber namely www.arbitrationsa.co.za. I acknowledge that any judgment/order passed by the South African Chamber of Arbitration is final and binding on all parties and that no party has the right to appeal against the judgment and that the judgment/order is enforceable by any court with jurisdiction. The provisions of this Arbitration clause are severable from the rest of this agreement and shall remain in effect even if this Agreement is terminated for any reason. None of the above will prevent the School to rather institute legal action in any South African Court with jurisdiction.

ITC Clause:

I give permission to the school to retrieve any search/report of whatever nature in order to trace my current whereabouts or gain information as to my financial situation. I further consent that the Academy may share any of my information with any credit bureau.

Learners can be suspended for a period until the fees are paid up to date. Legal steps will be taken to recover any outstanding fees. No report will be issued to a learner whose fees are not paid up to date.

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| 1.2 | Parents are liable for full payments regardless of any absenteeism, which might have occurred, including school holidays. Enrolment fees are not refundable. |
| 1.3 | One calendar month's WRITTEN notice of cancellation must be given. |
| 1.4 | Independent Schools and Monthly Tuition Fees According to the South African Schools Act, we function as a commercial enterprise and may refuse to admit learners whose parents may not be creditworthy or <u>provide educational services to those customers who have not paid their monthly fees</u> as specified in the terms and conditions agreement. It is the responsibility of the person liable for paying the fees to inform/prove to the school that payment of fees has been made by means of a deposit slip or EFT proof of payment print out. No prior notice will be given and no responsibility will be taken by the Academy should the learner whose fees are not paid before or on the due date is sent home. Monthly statements concerning the monthly fees are emailed or sent out to parents/guardians and the parents/guardians are to take responsibility for payment thereof. |
| 2. | Textbooks and stationery |
| | All learners are expected to be in possession of the prescribed textbooks and stationery when the new academic year commence as learning cannot take place without these vital educational tools. |
| 3. | Behaviour |
| 3.1 | Conduct It is the responsibility of the parents and learners to familiarise themselves with the Academy Rules and Code of Conduct. The Academy has the right to terminate a learner's contract if his/her behaviour contravenes the Code of Conduct or the Academy Rules. |
| 3.2 | No alcohol, drugs or weapons will be allowed on the premises, in the vicinity of the Academy when in uniform or during any activity. Immediate expulsion is applicable. Fighting, disruptive behaviour or victimisation of any kind will not be tolerated. Disciplinary actions will be taken as stipulated in the Code of Conduct or Academy Rules. |
| 3.3 | If a student is expelled for breaking the Code of Conduct or any rule, all outstanding fees must be paid before any transfer or school records are issued. There will also be no refunding of any monies already paid to the Academy. |
| 4. | Strike Action |
| | The Staff of Haakdoorn Academy are committed and dedicated to the education of all learners on a daily basis. However, we cannot ensure the safety of learners during strike action, riots, group demonstration acts, etc. If the safety of the learners is compromised, all parents/guardians, will be advised via WhatsApp/SMS facility or official letter and must ensure their children stay home. Haakdoorn Academy will not be held responsible for any learner on the property during strike action, riots, group demonstrations etc. and after school hours. |
| <p>I, _____ parent/guardian understand and will adhere to the Enrolment Contract of Haakdoorn Academy as stipulated above. With breach of contract, permission to attend Haakdoorn Academy will be withdrawn.</p> <p>SIGNED AT _____ ON _____ (Date)</p> <div> <div> _____ SIGNATURE OF PARENT/GUARDIAN RESPONSIBLE FOR THE PAYMENT OF MONTHLY FEES </div> <div> _____ SIGNATURE OF PARENT/GUARDIAN WHERE LEARNER LIVES DURING THE TERM </div> </div> | |