



APPLICATION FORM

3 – 6 Directress
Part time 2018

DOCUMENTATION TO ACCOMPANY THIS APPLICATION:

- 2 Colour passport photographs (one attached to application as indicated)
- A certified copy of the student's Identity Document or Passport
- Front and back copy of student's current medical aid card (in case of emergency).
- A certified copy of the parent's / legal guardian's Identity Document or Passport (if applicant is under 21 years)
- A certified copy of student's Matric certificate and other qualifications
- Proof of payment of the non-refundable deposit of R 4,850.00

Payment Information:

Course fees for full tuition 2018: R 38,000.00

Please note:

- Fees paid annually will receive an 8% discount. Payment is due before commencement of the course.

PAYMENT OPTIONS			
	1 payment	6 Installments	15 Installments
Due Date	1 February	2018: 1 February; 1 May; 1 August; 1 November 2019: 1 February; 1 May	1 February 2018 up to, and including 1 April 2019
Total Course Fee	R 38,000	R 38,000	R 38,000
Less Non Refundable Deposit	R 3,800	R 7,000	R 9,000
Sub Total	R 34,200	R 31,000	R 29,000
Monthly Installment	-	R 5,166	R 1,933

BANKING DETAILS:

Banking Institution: FNB
Account Name: Randburg Montessori
Account Number: 6238 5871 572
Account Type: Business cheque (current)
Branch code: 255 355

How would you like to pay your course fees? (check appropriate box)

- 1 Installment 2018: before 1 February
- 6 Installment 2018: 1 February; 1 May; 1 August; 1 November
2019: 1 February; 1 May
- 15 Installments 1 February 2018 up to, and including 1 April 2019

Please indicate your preferred payment method? (check appropriate box)

- Cash
- Electronic Fund Transfer (EFT)

Account Payer's Details:

This must be completed by the person responsible for payment of the course (whether it be the applicant or another individual). In the event that the person responsible for payment is under 21 years old, their legal guardian must complete the form. No applicant will be accepted onto this course if this portion is not complete.

Financial Declaration:

I _____ hereby irrevocably certify and confirm that I am responsible for
(account payer/s name)
 payment of the course for _____ in accordance with the terms and
(applicant's name)

ACCOUNT PAYER'S DETAILS												
Surname												
First Names												
Identity Number:												
Physical Address:												
										Code:		
Physical Address:												
										Code:		
Work Phone:												
Mobile Phone:												
Email Address:												
Vehicle Make						Vehicle Model						
Vehicle Registration												

conditions as set out herein, the contents of which I have read and understand. I attach hereto a copy of my South African I.D. (S.A. citizens) / passport (non S.A. citizens).

In the event the *Montessori Campus* is required to take any action whatsoever to enforce its rights under this agreement, I acknowledge and agree to be liable for all costs incurred by the *Montessori Campus* in so doing, including but not limited to attorney client costs, collection and tracing charges. In addition, and in this event, I agree to the *Montessori Campus* listing my personal details adversely with the National Credit Bureau.

I understand, confirm and agree that any failure by me / applicant to attend classes for whatsoever reason shall not reduce my liability for the full course fee, except with the written consent of *Montessori Campus*.

I choose as my domicilium citandi et executandi the physical address as mentioned hereinabove, at which address all notices and/or process in terms of or arising out of this agreement may validly be delivered to, or served upon me.

The *Montessori Campus* is not bound by any warranty, representation, promise, term or condition not stipulated herein and no amendment, alteration or agreed cancellation shall be of any force or effect unless in writing and signed by all parties hereto.

I confirm and agree that once I comply with the payment terms as hereinabove set out, I will have sufficient means to support me and my dependents.

I hereby hold harmless and indefinitely indemnify the *Montessori Campus* and its staff against any and all loss, damage or injury which may be sustained by me/my child at the *Montessori Campus*, or on route thereto, or therefrom, or in the course of any extra-curricular activity.

SIGNED AT _____ ON THIS THE _____ DAY OF _____ 20____

SIGNATURE: _____

WITNESS 1: _____

WITNESS 2: _____

Emergency Form

In case of an emergency or in the event of an injury emergency contacts, listed below, will be notified.

Emergency contact 1:

Name: _____ Relationship: _____

Telephone: Home _____

Work _____

Cellular _____

Emergency contact 2:

Name: _____ Relationship: _____

Telephone: Home _____

Work _____

Cellular _____

Please ensure that these details are always kept up to date as one never plans for an emergency. Also attach valid copies of the medical aid card and copies of the principal member's identity document and applicant's identity document. This is to ensure, should the need arise, that the applicant will be taken to a private hospital. If this information is incorrect, or invalid, the applicant will be taken, by emergency services, to a Government (non-private) hospital.

In case of serious medical emergencies, I _____ (principal member)
give permission for treatment of my child _____ by a
child _____
qualified medical doctor, if necessary.

Medical Aid: _____

Membership Number: _____

Principle Member's Name: _____

I agree that I will be liable for medical costs relating to injury or illness concerning my child.

Signature

Capacity

Date

Emergency Form

1. By acceptance to the *Montessori Campus* and where the student has entered upon studies at the *Montessori Campus* pursuant to the contract entered into between the student and the *Montessori Campus*, the student, lawful guardian and / or sponsor shall, together with the student, be liable jointly and severally for the due fulfilment of all terms of the Contract of Enrolment. The student, lawful guardian and / or sponsor are herein collectively referred to as the "student".
2. The student will comply with all the rules and regulations of the *Montessori Campus* as may be laid down from time to time with the intent and purpose of entering the highest possible academic standard and the best creative results from the whole student body;
3. A minimum of 8 students are required for the course to commence;
4. A non-refundable enrolment fee is required 14 days prior to the commencement of the course. This enrolment fee is subtracted from the course fee. Option 1 payers must pay the balance in full on the first day of training, Option 2 & 3 payments must be received on the first day of training and thereafter on the required due dates;
5. In the event of any fees due by a student being unpaid on due date, the full balance of such fees remaining unpaid shall become immediately due and payable and interest shall be charged by the *Montessori Campus* on the amount due from due date of payment at a rate equal to the prime overdraft rate charged from time to time by the bankers of the *Montessori Campus* plus 2%;
6. In the event of any fees due by a student being unpaid on due date the *Montessori Campus* reserves the right to suspend the training for the student in arrears with the payment. The suspension of the training does not affect this Contract of Enrolment and particularly not the student's obligation to payment of the tuition fees due;
7. In the event of any fees due by a student being unpaid and after a letter of final demand for payment and the student remaining in breach of her obligation to payment of the tuition fees despite seven (7) days written notice of the breach then, and notwithstanding anything to the contrary contained herein, the *Montessori Campus* shall be entitled to cancel this Contract of Enrolment and to terminate the student's registration as a student of the *Montessori Campus*. In the event of such cancellation and without prejudice to any further claim for damages that the *Montessori Campus* may have, the *Montessori Campus* shall be entitled to retain all monies paid in terms of this Contract of Enrolment and to claim payment from the student for the balance of tuition fees due;
8. A statement of accounting reflecting the amount due by the student is hereby agreed to be prima facie evidence of the amount due and to support an Application for Summary Judgment by the *Montessori Campus* against the student. the *Montessori Campus* reserves the right to cede the collection of fees to a finance house or any other institution;
9. In the event of any proceedings being instituted by the *Montessori Campus* against the student then, by the signature hereto, the student consents, in terms of Section 45(1) of Magistrate's Court Act No 32 of 1994, as amended from time to time, to any proceedings which may be instituted in the Magistrate's Court which has jurisdiction in terms of Section 28(1) of the Magistrate's Court, as so amended, notwithstanding the amount of the claim;
10. Students will not be able to sit for exams unless account is paid up in full;
11. No place will be secured until the non-refundable deposit fee is paid in full;
12. If a course is cancelled by the *Montessori Campus*, registered students will be offered to transfer to another course or given a full refund. The *Montessori Campus* shall not be liable for any other consequential loss;
13. Cancellation of registration by a student should be made in writing or by email at least 4 working days before the course starts.

14. Should a student fail to arrive for the course, he/she shall not be entitled to claim any reimbursement and the full course fee will be charged;
15. In the event of any student desiring to terminate studies, for any reason whatsoever, this shall not absolve the student from full liability for the payment of fees and any other charges;
16. The student's failure to attend lectures for whatever reason shall in no way entitle him/her to a reduction in fees, nor will it absolve him/her or the other students to this document from full liability for the payment of fees and other charges;
17. No cancellation of this contract shall be of force or effect without written consent thereto by the *Montessori Campus*;
18. The students hereto accept that the *Montessori Campus* shall have the right to vary the course syllabus at any time, without prior notification and without furnishing reasons therefore. the *Montessori Campus* shall further have the right to alter timetables and course commencement dates where necessary;
19. The *Montessori Campus* shall have the right at its sole discretion, to cancel tuition in any course or subject initially advertised and offered, on the basis of insufficient demand. The *Montessori Campus* further reserves the right to combine classes of a similar academic level and content;
20. Furthermore the student hereby holds the *Montessori Campus* free from any claim of whatsoever nature or kind arising out of any loss or damage which may be suffered by the student whilst on the premises of the *Montessori Campus* or in connection with the activities of the *Montessori Campus*, arising from any cause whatsoever. Neither the *Montessori Campus* nor any official employee or representative of the *Montessori Campus* acting in her capacity as such shall be liable for any damage to any property owned by or in the custody of any student, howsoever caused;
21. The student hereby indemnifies the *Montessori Campus* against any claim made against the *Montessori Campus* in respect of any damages arising out of the fault of the student;
22. The student shall be responsible to pay for all damage or loss caused by the student to any property or equipment of the *Montessori Campus* or any other person lawfully on the premises of the *Montessori Campus*;
23. The student accepts that any productions, including film, video, sound tracks, writings, recordings or any other products emanating from the student's endeavours during any course at the *Montessori Campus*, shall vest in the *Montessori Campus* to whom all copyrights and ownership therein shall belong and without whose written permission no use may be made for broadcast or any other purpose;
24. No warranty or representation express or implied or variation of this Contract of Enrolment shall affect the terms hereof unless such warranty of such representation or variation shall be reduced to writing under the hands of the parties hereto;
25. The Terms and Conditions of Enrolment shall novate, cancel and supersede the terms and conditions of all prior negotiations, documents, letter or verbal communications between the parties hereto with the intent and purpose that the terms and conditions hereof shall be deemed to constitute the sole memorial of the Contract of Enrolment between the parties.
26. Each student enrolled with the *Montessori Campus* is expected to submit their own, unaided work. By signing the terms and conditions upon registration with the *Montessori Campus*, you acknowledge that the work presented by you is your own, original work and also acknowledge that you understand what plagiarism is and accept what the consequences of plagiarism are. Students who commit plagiarism will face possible expulsion.

I/we confirm that I/we have read the Terms and Conditions of Enrolment and accept the conditions therein.

Signature of applicant/ parent/
legal guardian (if under 21): _____

Date: _____