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ST AQUINAS COLLEGE PRETORIA
(SUMMAT INSTITUTE PRETORIA) EMIS NO: 8400366
277 PRETORIUS STREET, PRETORIA CENTRAL, PTA &
41 BUREAU LANE. PRETORIA CENTRAL. PTA Tel: 012 770 1022

APPLICATION FOR ADMISSION FORM FOR FET PHASE (GRADE 10 – 12) YEAR: 2023
(FOR NEW LEARNERS ONLY)

Personal information									
Grade applied for		Highest grade passed				Year passed			
Surname			First name			Other names		Nickname	
Date of birth		ID/Passport number			Age	Gender		Race	
If Passport number given, please provide permit number									
Nationality		Citizenship		City or suburb		Code	Province	Home language	
Physical address		Parent cell no		Previous school		Previous school address			
		Parent WhatsApp no		School Tel number					
Email address			Emergency no		Mode of transport		Religion		
Fees payment information									
Payment option		Amount		No of months		Total			
		R							
Learner Medical Information									
Medical Aid Name		Medical Aid Number			Main member		Family doctor's name		
Doctor's Address							Tel No		
Medical condition		Learner dexterity				Allergies			
		Right		Left		Ambidextrous			
Subjects									
1					5				
2					6				
3					7				
4					Sport				

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SIBLINGS AT ST AQUINAS COLLEGE INFORMATION									
No of other children at Summat				Position in the family e.g. 1 st born					
Supply full names of other children									
No	Surname and name			Gr	No	Surname and name			Gr
1					2				
Details of Parents / Guardian Information									
Title	Initials	Surname			First Name(s)			Gender	Home language
Cell number		WhatsApp number			Work number		Email number		
ID/Passport number		Race		Employer			Occupation		Fees payer
Street address				Suburb	City		Code		Province
Spouse's surname		Spouse name			Marital status		Cell number		Work number
Occupation		Employer name							
SUBJECTS OFFERED – GRADE 10 – 12 (ALL LEARNERS MUST HAVE 7 SUBJECTS)									
No	Combination 1		Combination 2		Combination 3		Combination 4		
1	Mathematics		Mathematics		Mathematical Literacy		Mathematical Literacy		
2	Life Sciences		Accounting		Life sciences		Accounting		
3	Physical Sciences		Business studies		Business Studies		Business Studies		
4	Geography		Economics		Economics		Economics		
5	Life Orientation		Life Orientation		Life Orientation		Life Orientation		
6	Home language		Home Language		Home Language		Home Language		
7	First Additional Lang		First Additional Lang		First Additional Lang		First Additional Lang		
Choice of languages			English home with Afrikaans First Additional or						
			English First Additional with Sepedi or IsiZulu Home						
For foreigners			Choice of one language, English Home or English FAL and any other subject						

ST AQUINAS COLLEGE PRETORIA – GRADE 10 - 12 SCHOOL FEES PAYMENT STRUCTURE											
Gr	Appl fee	Extra – curricular fees	Total reg fees	Monthly deposit through ATM				Debit order/ Once – Off / Multiple Kids (10 % disc)			
				No	Fees per month	Yearly fees excl reg	Total fees incl reg & other fees	No of months	Fees per month	Total fees excl reg	Total fees incl reg & other fees
10	R800	R200	R1000	10	R1 815	R18 150	R19 150	10	R1 635	R16 350	R17 350
11	R800	R200	R1000	10	R1 870	R18 700	R19 700	10	R1 685	R16 850	R17 850
12	R800	R200	R1000	10	R2 240	R22 400	R23 400	10	R2 020	R20 200	R21 200
Learners choosing Physical Sciences or Life Sciences must pay extra fees for practicals											R300,00

PLEASE TURN OVER FOR TERMS AND CONDITIONS

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Terms & Conditions (Please read the terms and conditions below carefully)

1	Applicants will only be considered for admission on correct completion of this application form and payment of the registration fees.
2	The registration fee is non-refundable , therefore, it is very important to enquire on the eligibility of the application before paying the registration fees.
3	School fees is payable in advance on or before the 2nd of every month , that is, the fees for January should be paid on or before the first of January etc.
4	Our fees are yearly fees, however, broke down into monthly fees for easy payment. It is on the discretion of the school to reduce the yearly fees.
5	Repayment of overpaid fees shall only be done by the head office after supporting evidence has been supplied and a 20% deduction is applicable.
6	Learners with outstanding fees may or shall be denied entry into the school premises, therefore it is prudent to ensure that fees is paid in time.
7	Payment of Fees by a third party: An agreement with a third party to pay the Fees or any other sum due to the School does not release Parents from any liability under these Terms and Conditions or affect the operation of these terms and conditions unless an express release has been given in writing signed by the Principal. The School reserves the right to refuse a payment from a third party. All such payments received are accepted in good faith.
8	Summat College has the right to decline your application should any information given be incomplete or dishonest to the best of our knowledge.
9	Should you (payee) fail to honour your part of contract, an interest of prime + 2% will be charged.
10	As a parent or guardian, you promise to provide your child with all the required learning materials such as Exercise books, textbooks, 2 X 500 sheets A4 bond paper and any other items required.
11	You agree to your child being subjected to the school Code of conduct/Policies and will not interfere with normal learning process or disturb the smooth running of the school.
12	You agree to be liable for all expenses incurred directly or indirectly as a result of my breach of contract or conduct of my learner.
13	You will ensure that your child reports for lessons or classes every day and on time and if for any reason, he or she will not attend, you promise to notify the school on time.
14	Over- payment of school fees is refundable under strict conditions. Check the correct amount before you pay. An amount equivalent to 20% shall be deducted as admin fees before refund.
15	You shall attend College activities for Parents/Guardians and if you are unable to attend you shall send written apology or send a representative on your behalf.
16	This contract will not be withdrawn from the School until the end of the academic year unless based on merit.
17	Summat College will hand over any outstanding debts to the debt collectors. The costs of such collection and legal costs will be paid by the Parent/ Guardian/ Sponsor.

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Undertaking

I (Parent) _____ the undersigned Parent or Guardian of
 (Learner) _____ Grade: _____ acknowledges that I am indebted to
 St Aquinas College for the payment of fees. I have read and understood the terms and
 conditions herein and shall be bound by them.

Signed at On the Of 20.....

.....
 Parent/Guardian/Sponsor Signature Date

REQUIREMENTS

PLEASE NOTE:

The registration form must be submitted with the following documents

		Parent checklist (please tick)	Admin checklist (please tick)
1	3 month bank statement		
2	Debit order mandate form		
3	Two certified copies of the learner's Identity document		
4	Two reams of bond papers 500 sheets each		
5	Proof of payment of re-registration fees and first month instalment		
6	Two parent or guardian's certified ID copy		
7	Fully completed re-application form		
8	Fully signed re-application form		
9	Report Card & Transfer letter from previous school		
10	3 month bank statement		

Person admitting	Full name	Signature	Date