

BESA Leadership Academy

Portion 1 of Plot 74
Bronkhorstfontein
GPS: 26° 22' 52.88" S
27° 58' 55.30" E

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Learner Admission Application Form - 2017

Date Received:

(For office purposes only)

APPLICATION FOR GRADE _____ IN 201____.

Please take note of the following before completing/ submitting this application form:

- ❖ A non-refundable **application and administration fee of R 150** must accompany this application form.
- ❖ Apart from the information requested herein, the following items must be attached before this application can be attended to:
 - A copy of the applicant's most recent **school report**.
 - A certified copy of the applicant's **birth certificate**.
 - Copies of parents'/ guardians' **identity documents**.
 - Two recent **identity photographs** of the applicant, attached to the top of the completed form.
 - A recent **testimonial** letter from the learner's current school.
- ❖ BESA Leadership Academy reserves the right to contact the applicant's current school for relevant information and input with regards to the applicant.
- ❖ The application procedure will be adhered to as follows:
 - Parent/Guardian to fully complete and submit this application form and all required documentation. The application procedure cannot start until all of the requested information and documentation is submitted.
 - Applicants will write entrance examinations in which the focus will be on English, Afrikaans & Mathematics.
 - The applicant may be interviewed by a BESA Leadership Academy representative.
 - Based on the results of the entrance examination, the interview, current school report, testimonial and feedback from the current school, the applicant may be offered a position at BESA Leadership Academy. Parents will be notified in writing of acceptance/non-acceptance.

Please note that the decision on whether a place is offered to an applicant is solely at the discretion of the BESA Leadership Academy Admissions Committee, and no correspondence will be entered into.

- ❖ Once an applicant is accepted at BESA Leadership Academy, a **non-refundable deposit to the amount of the first month's school fee (see page 5)** must be paid **within 10 days** of acceptance in order to secure the applicant's position at BESA Leadership Academy. The monies paid will serve as payment towards the tuition fees for the applicant's first year at BESA Leadership Academy.

GENERAL

PART 1

We are interested in your reason/s for choosing to apply at our school. Please answer the following questions:

Why are you applying at BESA Leadership Academy?

How / where did you hear about us?

LEARNER INFORMATION

PART 2

❖ Surname: _____

❖ First Name/s (in full): _____

❖ Preferred Name (if different from first name): _____

❖ Date of Birth (dd/mm/yy): ____ / ____ / ____

❖ Identity Number: _____

❖ Country of Birth: _____

• *If not born in South Africa, date of entry into South Africa: _____*

(Proof of entry into South Africa and a work/study permit to be attached for both learner and parents)

❖ Citizenship: _____

❖ Religious Denomination: _____

❖ Learner's Cell Number: _____ (if available)

❖ Name of present school: _____

❖ Address of present school: _____

❖ Telephone number of present school: _____

❖ Fax number of present school: _____

- ❖ Present grade: _____
- ❖ Language of instruction: _____
- ❖ Language/s spoken at home: _____
- ❖ Race of Learner (as requested by the Gauteng Department of Education): _____

MOTHER/ GUARDIAN INFORMATION

PART 2 (continued)

- ❖ Title: _____
- ❖ Surname: _____
- ❖ First Name/s (in full): _____
- ❖ Identity/Passport Number: _____
- ❖ Occupation: _____
- ❖ Name of Employer: _____
- ❖ Position in Company: _____
- ❖ Business Address: _____

- ❖ Business Telephone Number: _____
- ❖ Residential Address (and code): _____

- ❖ Fax Number: _____
- ❖ Postal Address (and code): _____

- ❖ Home Telephone Number: _____
- ❖ Cell Number: _____
- ❖ E-mail Address: _____

FATHER/ GUARDIAN INFORMATION

PART 2 (continued)

- ❖ Title: _____
- ❖ Surname: _____
- ❖ First Name/s (in full): _____
- ❖ Identity/Passport Number: _____

- ❖ Occupation: _____
- ❖ Name of Employer: _____
- ❖ Position in Company: _____
- ❖ Business Address: _____

- ❖ Business Telephone Number: _____
- ❖ Residential Address (and code): _____

- ❖ Fax Number: _____
- ❖ Postal Address (and code): _____

- ❖ Home Telephone Number: _____
- ❖ Cell Number: _____
- ❖ E-mail Address: _____

ADDITIONAL INFORMATION	PART 2 (continued)
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- ❖ Learner is living with: both parents/ father/ mother/ guardian (circle that which is applicable)
- ❖ Physical address where learner is living: _____

- ❖ Marital Status (parents): married/ widow/ widower/ divorced/ judicially separated/ single parent (circle that which is applicable)
- ❖ Number of children in the family (including the applicant): _____

Sibling information:

Name & Surname	Age	Male/ Female	Name of current school

- ❖ Emergency Contact:
 - Name: _____
 - Surname: _____
 - Telephone (Home): _____
 - Telephone (Work): _____
 - Cell Number: _____

MEDICAL INFORMATION**PART 3**

- ❖ Medical Aid Name: _____
- ❖ Medical Aid Number: _____
- ❖ Principal Member: _____
- ❖ Identity Number: _____
- ❖ Doctor's Name: _____
- ❖ Doctor's Telephone Number: _____
- ❖ Medical Problems ((e.g. Asthma, allergies, diabetes etc): _____

FINANCIAL INFORMATION**PART 4**

Tuition fees, the **admission deposit** and the **development levy** are payable as indicated in the annually adjusted fee schedule. Tuition fees are payable thereafter for each year of tuition at BESA Leadership Academy. Should a learner leave the school, **one full term's** notice is required, otherwise that term's fees will still be charged in full. This notice must be given, in writing, by the last day of the term.

FEES FOR 2017

BESA Leadership Academy's Tuition Fee structure is as follows:

Grade	R 25 000 Development Deposit		Growth Investment Payment Plan	
	Annual Tuition Fee	Monthly Tuition Fee (12 Months)	Annual Tuition Fee	Monthly Tuition Fee (12 Months)
8	R 54 720*	R 4 560	R 59 520*	R 4 960
9	R 54 984*	R 4 582	R 59 784*	R 4 982
10	R 55 248*	R 4 604	R 60 060*	R 5 005
11	R 55 908*	R 4 659	R 60 840*	R 5 070
12	R 56 832*	R 4 736	R 61 776*	R 5 148

*Additional fee information below

ADDITIONAL FEES (not included in the above fees)**Grade 8 to Grade 11**

Each learner will be required to pay R 180 for the IEBS examination.

Grade 12

Each learner will be required to pay R 5 600 for the end of year IEB Examinations. This amount is to be paid by 31 January 2017 as the school has to register Matrics by the beginning of February. (Any fees in arrears by the commencement of the final examinations in November will result in the respective learner being prevented from completing the exams).

Notes:

- ❖ Fees are revised annually.
- ❖ The fees are graded according to specialization of grade and the fees payable to the Independent Examination Board (IEB) for registration and examination purposes.
- ❖ The fees indicated above include:
 - IEB learner registration
 - Tuition and teaching equipment costs
- ❖ The fees indicated above **DO NOT** include:
 - Examination fees
 - Uniforms, stationery and textbooks
 - Tours and outings, transport and meals
 - Optional courses and talks
 - Any new projects implemented by BESA Leadership Academy
- ❖ The fees are payable **in advance** over 12 months, from 3 January to 3 December.
- ❖ School fees are payable by the following methods: Cash, E.F.T. or Debit Order.

Growth Investment

Parents/ guardians are required to make a once-off loan to BESA Leadership Academy in order to accelerate the development of the facilities. This can be done in the form of a lump-sum payment of R25 000 or paid-off on a monthly basis (in which case it will be non-refundable). The lump-sum will be paid back, in full, two years after the Growth Investment has been paid or when the learner leaves the school, whichever is the later date.

Please Note:

- ❖ The R150 Application and Administration Fee, which is non-refundable must be in cash and accompany each application.
- ❖ The deposit (to be made within 10 days of acceptance) is to secure the applicant's position in the school and is offset against the tuition fees for that child's first year at the school. This payment is non-refundable if that position is not taken up for the year of acceptance.

- ❖ If an account falls more than one month in arrears, the learner will not be allowed to return to class. If an account falls more than two months in arrears the matter will be handed over to our lawyers. Parents will thereafter, still be liable for the outstanding fees, the collection agency fees and the fees payable for the "one term's" notice period.
- ❖ The Growth Investment Fee of R 25 000 will be payable prior to the first month of your child's enrolment at BESA Leadership Academy.

BESA Leadership Academy Banking Details:

Name of account holder: BESA Leadership Academy
 Branch: FNB Bracken City
 Branch Code: 252242
 Account Number: 6224 9103 251
 Account type: Current / Cheque Account

Please use the applicant's name as the payment reference for all payments.

PARENT/ GUARDIAN & LEARNER DECLARATION & OBLIGATION **PART 5**

As the parent/ guardian and learner, we agree to support BESA Leadership Academy fully and to abide by the rules and regulations stipulated in all policies. We further declare that the information furnished on the form is true and correct and that we agree to the terms and conditions of this application.

Signature of Father/Guardian: _____ Date: _____

Signature of Mother/Guardian: _____ Date: _____

Signature of Learner: _____ Date: _____