11 I hereby grant full authority to the Principal and/or his nominee to act as my representative in cases of emergency.

12 I herewith undertake to pay for any damages to or breakage of College and Hostel property that may occur due to my child's/ward's irresponsibility, e.g fire, damage, broken windowpanes, etc.

13 **During extra-mural sport & other activities I request that the Principal and/or Senior Staff member act in loco parentis and I understand that these activities are taken at my child's /ward's own risk, and may include the use of school, staff members' and/or private persons' transport, and I hereby on behalf of myself, my executors and my said child/ward, indemnify, hold blameless and absolve the Directors, Principal and Staff of New Horizon College and any other persons who may be assisting in the school's activities aforementioned, against and from any and all claims whatsoever that may arise in connection with any loss of or damage to the said property of person of my child/ward during these activities**. _____ Sign

14 Online teaching: - In cases where children are prevented from attending school (for example pandemics and unforseen circumstances), New Horizon College offers ONLINE TEACHING and/or WhatsApp classes to learners. Staff will communicate via the online platform and supply students with lessons, assignments and/or tests. IT REMAINS THE RESPONSIBILITY of each student to SUBMIT the work on the agreed platform.

15 During times of National Pandemics and or disorders, school rules are amended to fit the purpose. Each learner / parent / guardian should familiarize themselves with the prospectus and specifically the code of conduct with amendments, and all students must adhere to the regulations.

16 I hereby irrevocably indemnify any employee and/or owner of the aforesaid College and Boarding Establishment against any claims which I may now or in future have against the aforesaid employee and/or of the College in respect of any injuries, damages or harm which my child/ward might suffer due to whatever circumstances. _____ Sign

17 If a student leaves the Boarding, he/she automatically leaves the College, RCL costs must be paid by student/parent.

18 I understand that my child's/ward's enrolment automatically makes me a member of the Parents' Committee and as such I have the privilege to address all matters of concern to the College.

19 I hereby acknowledge receipt of the school / boarding code of conduct. I have read and understood the rules of New Horizon College.

20 I understand that New Horizon College is an independent, non-racial educational institution with Christian values.

21 I hereby grant permission to New Horizon College to take and use photographs, audio and/or video recordings of my child for educational, marketing, promotional or informational purposes. I understand that such images may be published on the school's website, social media pages, newsletters or other public-facing platforms.

22 New Horizon College may terminate the Contract if:
- Fees remain unpaid.
- A material breach occurs.
- The learner or parents' behaviour is incompatible with the School's ethos.
- The school cannot accommodate the learner's needs.
- Legal documentation (e.g. study permits) is not maintained.

23 This contract is governed by South African Law.

DATED AT _____ ON THIS _____ DAY OF _____

_____ DIRECTOR / PRINCIPAL

_____ SIGNATURE OF PARENT / GUARDIAN

Discipline • Respect • Accountability • Passion • Confidence • Success • Moral Values • Commitment • Perseverance • Strength • Courage

Hoogland Printers 101349

NEW HORIZON COLLEGE

SECTION 21 * NPO REG. NR 064 -977

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Web: www.nhc.co.za
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BETHLEHEM
9700
Tel: (058) 303 4714
E-mail: bhm@nhc.co.za
Web: www.nhc.co.za
REG. 2013/190672/08

APPLICATION FOR REGISTRATION AND ADMISSION

COMPLETE APPLICATION FORM IN FULL AND IN BLOCK LETTERS

	FOR OFFICE USE ONLY DOCUMENTS MUST BE SUBMITTED	**Y/N**	**STUDENT NUMBER**	**CHECKED BY**
1	Birth Certificate or Identity Document of the Student			
2	Copy of Identity Document of the Parent / Guardian			
3	Copy of Payslip of the Parent / Guardian		**GRADE ADMITTED**	
4	School Report and Transfer Letter			
5	Study Permit for Foreign Students		**DATE ADMITTED**	
6	Admission in the 2nd & 3rd Term - All previous Portfolios			

LEARNER INFORMATION

PRE-PRIMARY		RRR	RR	R	PRIMARY							SECONDARY			
3-18m	18m-3 Years	3-4Y	4-5Y	6Y	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	Gr 9	Gr 10	Gr 11
HOSTEL		YES		NO											

SURNAME:		INITIALS:	NICK NAME:
FIRST NAME:		OTHER NAMES:	
DATE OF BIRTH:	YYYY MM DD	GENDER:	M F
IDENTIFICATION / PASSPORT			
RACE:		CITIZENSHIP:	
PHYSICAL ADDRESS:		HOME TELEPHONE:	
		WHO TO CALL IN AN EMERGENCY:	
CITY / SUBURB		EMERGENCY TELEPHONE:	
CODE		LEARNER CELL:	
HOME LANGUAGE:			
LEARNER STAYING WITH?	PARENT/S	GRAND PARENT/S	GUARDIAN/S
E-MAIL ADDRESS:			
NAME OF PREVIOUS SCHOOL:			
PREVIOUS SCHOOL ADDRESS:			
PROVINCE			

LEARNER MEDICAL INFORMATION

MEDICAL AID	MEDICAL AID NUMBER
MEDICAL / HEALTH CONDITION:	

PARENT / GUARDIAN INFORMATION -			RELATIONSHIP TO THE LEARNER:											
TITLE:	INITIALS:		SURNAME:											
FIRST NAME:			GENDER:	M	F									
HOME LANGUAGE:			RACE											
IDENTIFICATION NR:														
PHYSICAL ADDRESS: CITY/ SUBURB CODE			OCCUPATION: EMPLOYER:											
TELEPHONE			WORK TELEPHONE											

SPOUSE / GUARDIAN INFORMATION -			RELATIONSHIP TO THE LEARNER:											
TITLE:	INITIALS:		SURNAME:											
FIRST NAME:			GENDER:	M	F									
HOME LANGUAGE:			RACE:											
IDENTIFICATION NR:														
PHYSICAL ADDRESS: CITY/ SUBURB CODE			OCCUPATION: EMPLOYER:											
TELEPHONE:			WORK TELEPHONE:											

BANKING DETAILS OF SCHOOL AND BOARDING

ACCOUNT NAME:	***NEW HORIZON COLLEGE***	ACCOUNT NUMBER:	**62577834156**
BANK:	***FIRST NATIONAL BANK***	BRANCH :	***230533***
REFERENCE:	***CHILD'S student number (Six Digits)***		

Note: School fees

- A student who registers with Little New Horizon Preschool and furthers his/her primary education at New Horizon college need not pay the registration fee again.
- Fees for Primary/Secondary students are payable per month, regardless of the date of registration, (considered on merit).
- The media fee includes the use of computers / Wifi, internet, e-mails and all material in the Media Centre.
- Notice of 30 days (Calendar month) must be given if a student wishes to leave the College - failure to do so will result in an extra month's fee.
- Students from foreign countries, e.g. Lesotho, Botswana, Swaziland and other African countries should submit a valid study permit before they will be allowed to further their studies at the College.
- 5% Discount will be granted for school fees paid in full before 31 January.
- Interest will be charged on accounts that are overdue.
- Please ensure all fees are paid up to date every month. Non-payment of fees is seen as a breach of contract and this could lead to termination of contract. Should your contract be terminated, your child cannot enter New Horizon College premises.
- All additional fees must be paid in full upon registration.
- NO learner is allowed to attend any excursions/tours if the College/ Hostel fees are not paid up to date.
- **Fees must be paid in advance, before the 3rd of each month.**
- **If fees are not paid on or before the 3rd of the month, R100 penalty fee will be charged on a monthly basis until the account is paid in full.**

Note: Boarding fees

- Fees for Primary & Secondary Boarding Students are payable per month (Gr1 - 11 4 Terms / Gr12 - 3 Terms).
- Please ensure all fees are paid up to date every month. Non-payment of fees is seen as a breach of contract and this could lead to termination of contract. Should your contract be terminated, your child cannot enter New Horizon College premises.
- Fees should be paid in advance, before the 3rd day of each month.
- Notice of 30 Days (Calendar month) must be given if a student wishes to leave the Boarding Establishment - failure to do so will result in an extra months fee.
- 5% Discount will be granted for fees paid in full before 31 January.
- Boarding fees are applicable to the number of school days. Any extra day will be charged additionally.
- An increase in food prices will result in an increase in hostel fees.
- The laundry is compulsory for the full year. All learners from Term 1 - 4.
- Interest will be charged on accounts that are overdue.
- When making payment, please be advised that any amount paid will first be allocated to boarding fees and then to school fees.
- NO learner is allowed to attend any excursions/tours if the College/Hostel fees are not paid up to date.
- **Fees must be paid in advance before or on the 3rd of the month.**
- **If fees are not paid on or before the 3rd of the month, R100 penalty fee will be charged on a monthly basis until the account is paid in full.**

DECLARATION, UNDERTAKING AND INDEMNITY

I, the undersigned, _____ in my capacity

as Parent / Guardian of _____ hereby declare that:
(Name of Learner)

1 The information submitted in this application is the truth.

2 I undertake to ensure that my child/ward attends the College classes regularly. Should my child/ward be absent from the College or Hostel for any reason, I will notify the Principal immediately in writing. **I understand that, should my child/ward leave the College premises with or without the necessary permission, the College or Boarding Establishment will accept no responsibility for anything that might happen to my child/ward.**

_____
Sign

3 **You agree to:**
- Support your child/guardian academically and emotionally.
- Ensure consistent attendance and punctuality.
- Attend meetings when required.
- Communicate professionally and timeously.
- Adhere to all School Policies and Code of Conduct.
- Ensure that your child/guardian follows all policies, rules, uniform requirements, and expected behavioural standards.

4 I declare myself willing to support and visit the College on Parents' Day, with parent meetings and other functions as required by NEW HORIZON COLLEGE.

5 I understand that the education standard set at NEW HORIZON COLLEGE is high and that pupils are motivated to perform to the best of their ability. A pupil will be allowed to fail a phase once only. Should he/she fail a specific phase a second time, the contract will automatically be cancelled.

6 I take note of the fact that the School and Boarding Registration fees are non-refundable. I undertake to promptly pay School and Boarding fees due before each term starts without an account having to be sent to me. I take note of the fact that my account will be debited with any administrative cost the College may incur (e.g telephone, postal, stationery) in the event of having to inform me that my account is in arrears.

7 Payment method: - Due to administrative concerns, we would prefer that school fee payments are made via EFT. Please note that a penalty fee of R100 will be charged for any late payments. Primary school fees are calculated and payable over 12 months. Secondary fees are payable over 11 months.

8 **I take note of the fact that notice of 30 days (a full calendar month) must be given if I wish to take my child/guardian out of the School / Boarding, or in the event of expulsion from the School / Boarding; if such notice is not given, I will be responsible for a full calendar month's School or Boarding fees**.

_____
Sign

9 I take note of the fact that an increase in food prices will result in an increase in Boarding fees.

10 **FEES LIABILITY & STRUCTURE**
- The School may adjust Fees annually and will provide notice.
- All Parents signing the Contract accept joint and several liability for fees.
- Nomination of a Third Party does not reduce Parent responsibility.
- Scholarship/bursaries reduce Fees only while active.

Parents are responsible for:
- Default administration charges.
- Collection and legal fees.
- Interest where applicable.

Late / Non-payments consequences:
- Immediate demand for all outstanding fees.
- Suspension from school.
- Exclusion from activities or reports.
- Termination of Contract.

A learner excluded for non-payment is deemed withdrawn without notice.