

APPLICATION FORM



BLUE HILLS PREPARATORY

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16 Village road, Blue Hills, Midrand, 1685

www.bhcschools.com



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ADDRESS: 16 Village Road, Blue Hills, Midrand
POSTAL: PO Box 5876, Halfway House,
Midrand 1685

Attach
ID-size
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here

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ID-size
Photo
here

ADMISSION APPLICATION FORM

FOR OFFICE USE ONLY

INTERVIEW DATE: _____ RECEIPT NO: _____
ASSESSMENT FEE (Cash only): _____ GRADE: _____
ACCEPTED: ☐ YES ☐ NO COMMENCEMENT DATE: _____

CHECKLIST (ALL COPIES MUST BE CERTIFIED)

- | | | | |
|--|--------------------------|---|--------------------------|
| 1. Two full colour ID-size photos of learner | <input type="checkbox"/> | 8. Latest school fees statement | <input type="checkbox"/> |
| 2. Latest 3 months bank statement for both parents | <input type="checkbox"/> | 9. Latest transfer letter (if applicable) | <input type="checkbox"/> |
| 3. Current payslip(s) for both parents (if applicable) | <input type="checkbox"/> | 10. Financial clearance certificate | <input type="checkbox"/> |
| 4. Debit order form (if applicable) | <input type="checkbox"/> | 11. Study Permit for foreign language (if applicable) | <input type="checkbox"/> |
| 5. Latest school report | <input type="checkbox"/> | 12. Medical Aid Card copy (both sides of card) | <input type="checkbox"/> |
| 6. Copies of both parents' ID books/passports | <input type="checkbox"/> | 13. Proof of residence | <input type="checkbox"/> |
| 7. Learner's copy of Birth Certificate / ID Book /
Passport / Clinic Card | <input type="checkbox"/> | | |

HOW DID YOU HEAR ABOUT BLUE HILLS COLLEGE?

Facebook/Website: <input type="checkbox"/>	Trailer Advert: <input type="checkbox"/>
Billboard: <input type="checkbox"/>	Poster/Flyer: <input type="checkbox"/>
Word of Mouth: <input type="checkbox"/>	Church: <input type="checkbox"/>
School Visit: <input type="checkbox"/>	Other: _____
(School Name) _____	_____

INITIALS _____

A. LEARNER'S PERSONAL INFORMATION

SURNAME:																													
FIRST NAME(S) IN FULL:																													
PREFERRED NAME:																													
ID/PASSPORT NUMBER:															GENDER:					MALE					FEMALE				
DATE OF BIRTH (dd/mm/yyyy):																				BOARDER/DAY:		BOARDER				DAY			
PLACE OF BIRTH:																													
HOME LANGUAGE:																													
OTHER LANGUAGES:																													
NAME OF CURRENT SCHOOL:																													
CONTACT NO. OF SCHOOL:																													
PRESENT GRADE:															GRADE APPLYING FOR:														
REASON(S) FOR LEAVING CURRENT SCHOOL:																													
INTENDED DATE OF COMMENCEMENT AT BLUE HILLS COLLEGE (dd/mm/yyyy):																													
LEARNER HOME ADDRESS:																													
																				CODE:									
LEARNER CELL NO:																													
NAME OF PERSON LEARNER IS LIVING WITH:																													
RELATIONSHIP TO LEARNER:																													
PERSON RESPONSIBLE FOR SCHOOL FEES:																													

B. MEDICAL AID DETAILS

MEDICAL AID NAME:																								
MEDICAL AID NUMBER:																								
ALLERGIES/MEDICAL CONDITIONS:															YES					NO				
DETAILS:																								
IS THE LEARNER ON MEDICATION:															YES					NO				
DETAILS:																								

INITIALS _____

C. PRIMARY PARENT / GUARDIAN DETAILS

SURNAME:										TITLE:					INITIALS:												
FIRST NAME(S):																											
PREFERRED NAME:										HOME LANGUAGE:																	
ID/PASSPORT NUMBER:																		GENDER:		MALE			FEMALE				
OCCUPATION:										MARITAL STATUS:																	
EMPLOYER'S NAME:																											
EMPLOYER'S ADDRESS:																											
CELLPHONE NO:																		WORK NO:									
EMAIL:																											
PHYSICAL ADDRESS:																											
															CODE:												
POSTAL ADDRESS:																											
															CODE:												

D. SECONDARY PARENT / GUARDIAN DETAILS

SURNAME:										TITLE:					INITIALS:											
FIRST NAME(S):																										
PREFERRED NAME:										HOME LANGUAGE:																
ID/PASSPORT NUMBER:																		GENDER:		MALE			FEMALE			
OCCUPATION:										MARITAL STATUS:																
EMPLOYER'S NAME:																										
EMPLOYER'S ADDRESS:																										
CELLPHONE NO:																		WORK NO:								
EMAIL:																										
PHYSICAL ADDRESS:																										
															CODE:											
POSTAL ADDRESS:																										
															CODE:											

INITIALS _____

E. ALTERNATIVE GUARDIAN 1 (IF APPLICABLE) PERSON TO CONTACT IN EMERGENCY

SURNAME:										TITLE:					INITIALS:																
FIRST NAME(S):																															
PREFERRED NAME:										HOME LANGUAGE:																					
ID/PASSPORT NUMBER:																		GENDER:		MALE			FEMALE								
CELLPHONE NO:																			WORK NO:												
RELATIONSHIP TO LEARNER:																															
EMAIL:																															
PHYSICAL ADDRESS:																															
															CODE:																

F. ALTERNATIVE GUARDIAN 2 (IF APPLICABLE) PERSON TO CONTACT IN EMERGENCY

SURNAME:										TITLE:					INITIALS:																
FIRST NAME(S):																															
PREFERRED NAME:										HOME LANGUAGE:																					
ID/PASSPORT NUMBER:																				GENDER:		MALE			FEMALE						
CELLPHONE NO:																				WORK NO:											
RELATIONSHIP TO LEARNER:																															
EMAIL:																															
PHYSICAL ADDRESS:																															
															CODE:																

G. DETAILS OF SIBLINGS ATTENDING BHC/BHP, OR WHO APPLIED FOR A PLACE

SURNAME:																			
FIRST NAME(S):																			
GRADE:										INITIALS:									
SURNAME:																			
FIRST NAME(S):																			
GRADE:										INITIALS:									
SURNAME:																			
FIRST NAME(S):																			
GRADE:										INITIALS:									

INITIALS _____

H. DETAILS REQUIRED BY THE DEPARTMENT OF EDUCATION FOR STATISTICS

NATIONALITY:				
FIRST TIME ENROLLED IN GAUTENG:	YES		NO	(IF YES, SPECIFY PREVIOUS PROVINCE):
COUNTRY OF ORIGIN:				
PROVINCE OF ORIGIN:				
IMMIGRANT:	YES		NO	(IF YES, PLEASE SPECIFY IMMIGRATION STATUS AND DATE):
ETHNIC GROUP:				
RELIGION:				
ACADEMIC YEAR:	SOCIAL GRANT STATUS:		REGISTERED	RECEIVING

I. BLUE HILLS PREPARATORY SUBJECTS

ENGLISH HOME LANGUAGE	COMPULSORY
FIRST ADDITIONAL LANGUAGE (Choose one)	AFRIKAANS
	ISIZULU
	SETSWANA
MATHEMATICS	COMPULSORY
NATURAL SCIENCE & TECHNOLOGY	COMPULSORY
SOCIAL SCIENCE	COMPULSORY
LIFE ORIENTATION	COMPULSORY
ARTS & CULTURE	COMPULSORY
MUSIC	COMPULSORY
DRAMA	COMPULSORY
COMPUTERS	COMPULSORY
ROBOTICS	COMPULSORY
ECONOMIC MANAGEMENT SCIENCES	COMPULSORY IN GRADE 7

SIGNED BY THE APPLICANT _____ ON THIS _____ DAY OF _____ 20 _____.

APPLICANT (PARENT/GUARDIAN)

STUDENT SIGNATURE

INITIALS _____

J. CONDITIONS OF ENROLMENT

1. If a child is accepted, the required registration fee (NON REFUNDABLE) must be paid to secure your space within 14 days of acceptance.
2. I/We agree to pay each month's school fees by debit order in advance or deposit at the bank (only monthly and yearly options). Late payments will attract an interest at prevailing prime lending rate. I understand that there are four terms per calendar year from January to December.
3. Before removing my child from the school for any reason or discontinuing in any extra subject, I must give a full month's notice in writing to the Principal or pay a full month's fees in lieu of this notice.
4. The fact that a pupil cannot attend school does not relieve me of my liability for school fees payment.
5. I understand that school holidays are part of the school calendar hence school fees and boarding fees must be paid.
6. Any letter sent by pre-paid registered post is deemed to have been received by me four days after posting / Any written notice sent to me by post or handed to my child, or my stated address, shall be deemed to have been received by me or a reasonable time frame or on the day of handing such correspondence to my child.
7. By my signature I consent to the jurisdiction of the Randburg Magisterial Court in the event of any dispute arising in relation to any claim against me under this agreement.
8. All pupils are subjected to the system of discipline and the rules. The Principal has the power to expel any pupil at any time for any reason whatsoever which he, in his discretion, deems adequate.
9. The school is not responsible for any loss or damage to clothing or any personal property of my child although reasonable precautions will be taken in regard to them.
10. I/We understand that the school fees may increase at the discretion of the school from time to time and the school will inform me giving me a minimum of a full term's notice or shorter.
11. No amendments or consensus cancellation of the contract shall be of any effect or validity unless recorded in writing and signed by both the school and me.
12. The school is not bound by warranty promises, terms or conditions not stipulated herein.
13. If attorneys are instructed to recover any amounts due, I will be liable for all costs and collection fees involved on the attorney and client scale.
14. No indulgence or latitude by or failure of the school to enforce any of the term of this agreement shall affect its right or stop it from enforcing them hereafter.
15. I/We accept joint and several liabilities to the school for the due and punctual payment of all fees subscriptions, levies or other amounts that may be payable to the school in respect of his/her participation in any extra mural activity.
16. Any cheque made to the school will attract a minimum of R150 fine if not honoured by the bank.
17. This agreement constitutes the whole agreement between parties.
18. No current monthly tuition/boarding refunds will be made as soon as the year commences.

K. INDEMNITY

I hereby authorize that my child may take part in the extra mural activities of the school including games, educational tours, and country excursions of historical, geographical, scientific or similar interest. I accept that all tours and excursions shall be undertaken on behalf of myself, my executors and my child. I indemnify, hold harmless and absolve BLUE HILLS PREPARATORY, the Principal and his staff from all claims whatsoever that may arise in connection with any loss or damage of the property or injury of my aforesaid child in the course of such tour or excursion and/or during his/her stay at the school as a boarder or day scholar in the knowledge that the Principal and her staff will nevertheless take reasonable precaution for the safety and welfare of my life.

L. DECLARATION

I/We the undersigned parent(s)/guardian(s) of _____ do hereby apply for my/our child to be admitted as a pupil at BLUE HILLS PREPARATORY, and hereby undertake to comply with and to adhere to all rules and regulations stipulated by the school from time to time and the payment of either of the following:
I/We hereby acknowledge upon signature hereof that I have read and fully understand the contents and implications of the conditions of enrolment printed on this application. I/We am/are aware of all the conditions of enrolment at the school as well as the school fees. I unconditionally undertake to comply.

SIGNED BY THE APPLICANT _____ ON THIS _____ DAY OF _____ 20 _____.

APPLICANT (PARENT/GUARDIAN)

STUDENT SIGNATURE