



TERSIA KING LEARNING ACADEMY

Tel: 087 813 0229

Email: tkla@tkla.co.za

REGISTRATION FORM SECONDARY SCHOOL 2018

ADMISSION NUMBER

Copy of Birth Certificate / ID Document	Proof of Registration fee payment	Two Recent colour photos of learner ID size
Copy of Learner's Vaccination Records	All sections completed and signed	
Copy of Parent's / Legal Guardian's ID document	Proof of Residence	

LEARNER'S DETAIL

Surname	Home Language
First Names	Religion
Name to be called	Country of Birth
ID / Passport No.	Medical Aid
Date of Birth	Membership No
Ethnic Group	Dependent Code
Gender Male <input type="checkbox"/> Female <input type="checkbox"/>	Allergies

Means of transport to/from school:	Private vehicle <input type="checkbox"/>	Association <input type="checkbox"/>	Taxi <input type="checkbox"/>	Public <input type="checkbox"/>	Walk <input type="checkbox"/>
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FAMILY DETAIL

	Surname	Title	Initials
Father	First Names	ID / Passport Number	
	Postal Address	Address	
	Postal Code		Postal Code
	Employer Occupation	Phone: Home	
	Work Address	Work	
		Cell	
	Postal Code	Email address	
	Relation to Learner		
Mother	Surname	Title	Initials
	First Names	ID / Passport Number	
	Postal Address	Address	
	Postal Code		Postal Code
	Employer Occupation	Phone: Home	
	Work Address	Work	
		Cell	
Postal Code	Email address		
	Relation to Learner		
Guardian \ Where Learner Lives	Surname	Title	Initials
	First Names	ID / Passport Number	
	Postal Address	Address	
	Postal Code		Postal Code
	Employer Occupation	Phone: Home	
	Work Address	Work	
		Cell	
Postal Code	Email address		
	Relation to Learner		



TERSIA KING LEARNING ACADEMY

SIBLINGS IN TKLA			
Name	D.O.B	Age	Grade
1.			
2.			
3.			

MARITAL STATUS OF PARENTS						
Married	<input type="checkbox"/>	Divorced	<input type="checkbox"/>	Married but live apart	<input type="checkbox"/>	If Divorced – Children in custody of
Widow	<input type="checkbox"/>	Widower	<input type="checkbox"/>	Single	<input type="checkbox"/>	Mother <input type="checkbox"/> Father <input type="checkbox"/> or Both <input type="checkbox"/>

AGREEMENT BETWEEN TERSIA KING LEARNING ACADEMY AND THE UNDERSIGNED

To be read and signed by the person responsible for payment of School Fees.

I, _____ * the undersigned and person responsible for payment of School Fees, hereby confirm that all particulars on this Application Form are correct.

1. I undertake to pay school fees **STRICTLY IN ADVANCE by the 7th day of each month**, failing which my child will **NOT BE PERMITTED** to attend classes until the account is settled in full.
2. I shall be responsible for the payment of all Academy fees, and hereby undertake and bind myself to pay any costs, including legal fees and collection costs which may be incurred by the school in its recovery of any outstanding amount due by me. Furthermore I hereby undertake and bind myself to pay in respect of any amount not paid by the due date, interest compounded monthly, at the maximum permissible by law.
3. I shall give at least **one term's notice in writing** before withdrawing my child, failing which I shall be responsible for **one term's fees**.
4. I undertake to inform the school **immediately of any changes** of personal details such as address, workplace, telephone numbers, etc.
5. For this agreement, 'family' will be interpreted as siblings or legally adopted children only.
6. I hereby give permission for my child to participate in the School Enrichment Programme offered by the Academy. Further I undertake to hold harmless and absolve Tersia King Learning Academy, its staff and Trust members against any claim whatsoever that may arise in connection with any loss or damage or injury that may be sustained.
7. I also agree to ensure that my child will abide by the disciplinary and dress code of the Academy.

8. I have enclosed with this form copies of:

- 8.1 Child's Birth Certificate
- 8.2 Copies of most recent report without alterations plus any other assessment
- 8.3 Copies of ID Documents of both parents
- 8.4 One recent ID photograph of the child which will be kept by the school
- 8.5 For Pre- & Primary School Applications only, a copy of the up-dated Immunisation Card

9. Indemnity

I hereby give permission that he/she may attend any excursion organized by the school with the permission of the principal. I understand that he/she will sometimes have to travel by bus or taxi to different venues of educational value. These trips will have to be paid for when organized. The school will use the best transport available at the lowest cost. I accept that the school will take the necessary precautions to ensure the safety of my child. I will however, not hold the school responsible in case of an accident, loss of limb or life, or any other damages to her/his person or property. I also understand that this arrangement is necessary because it is sometimes difficult to get hold of parents to sign the letter of consent before a trip can take place. In such instances the child is unfairly prevented from attending a trip. I give permission to the school to use photos of him/her in a responsible manner.

10. I AGREE TO PAY IN ADVANCE A NON- REFUNDABLE DEPOSIT OF R1000.00. This amount will go toward 2018 school fees.

11. I understand that this application does not guarantee a place for my child at Tersia King Learning Academy; Failure to comply with any of the above will result in this Application not being processed.

I hereby record that I have read, understood and agree to be bound by the terms and conditions of this legal contract.

_____ Signature _____ Signature _____ Signature
 Father / Guardian Mother / Guardian o.b.o TKLA

For Office use:	
Receipt No	
Date	