



EMIS NUMBER: 800035634
CAPS; GRADE R - 7
CAMBRIDGE; IGCSE
MATRIC REWRITES EXAM CLASSES
AFTERCARE SERVICES
FOUNDATION PHASE
INTERMEDIATE PHASE | SENIOR PHASE

"Your Future, Our Priority!"

WISDOM ACADEMY ENROLMENT FORM 2026

PLEASE COMPLETE ALL SECTIONS

CHILD'S SURNAME	CHILD'S FORENAMES (as birth cert.)

CHILD'S DATE OF BIRTH
____/____/____ (dd/mm/yy)
GENDER: MALE ☐ FEMALE ☐

DIVISION FOR WHICH APPLICATION IS BEING MADE
Mark with a cross [X] where applicable

PRE-PRIMARY ☐	PREPARATORY ☐	HIGH SCHOOL ☐
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ALL OF THE FOLLOWING DOCUMENTS MUST ACCOMPANY THIS ENROLMENT FORM. ALL FIELDS MUST BE COMPLETED IN FULL. APPLICATIONS WILL NOT BE CONSIDERED WITHOUT ALL DOCUMENTS

1. Proof of residence in our feeder area (Water & Light accounts)
2. The learners most recent school report
3. One recent ID size photograph of the learner to be attached
4. A copy of learner's Birth Certificate and Clinic Card
5. Copies of both parents/guardian's ID documents (Death cert. if applicable)
6. Proof of guardianship if not mother/father
7. Copy of medical aid card (front and back)
8. Transfer card from the previous school (Grade 1 repeat and Grade 2 – 7)
9. Proof of income and 3 months bank statement
10. R500.00 registration fee non-refundable
1.0 CHILD'S BIOGRAPHICAL INFORMATION
1.1 Place of Birth: _____
1.2 Identify document/Passport number: _____
1.3 Citizenship: _____
1.4 Home Language(s): _____
1.5 Religion/Denomination: _____
1.6 Allergies: _____
1.7 Lives with: _____
1.8 Siblings already attending this school & Grade : _____
1.9 Total number of years spent at school: _____
1.10 Last School attended:
1.10.1 Name of School: _____
1.10.2 Address of School & Tel: _____
1.10.3 Class/Grade/Form: _____
1.10.4 Commenced: _____

2.0 FATHER/GUARDIAN BIOGRAPHICAL INFORMATION

2.1 Surname: _____

2.2 Forenames: _____

2.3 Identify document/Passport number: _____

2.4 Relationship to Child: _____

2.5 Marital status: _____

2.6 Language: _____

2.7 Ethnic Group: _____

2.8 Occupation(nature of work): _____

2.9 Employer (if self-employed, state name of Company): _____

2.10 Employer's Address: _____

2.11 Residential Address: _____

Postal Code: _____

2.12 Postal Address: _____

2.13 Telephone numbers:

Home: () _____

Business: () _____ Cell: _____

Fax: () _____ E-mail: _____

3.0 MOTHER/GUARDIAN BIOGRAPHICAL INFORMATION**3.1** Surname: _____**3.2** Forenames: _____**3.3** Identify document/Passport number: _____**3.4** Relationship to child: _____**3.5** Marital status: _____**3.6** Language: _____**3.7** Ethnic Group: _____**3.8** Occupation (state nature of work): _____**3.9** Employer (if self-employed, state name of Company): _____**3.10** Employer's Address: _____**3.11** Residential Address : _____**3.12** Postal Address (if different from 2.8): _____**3.13** Telephone numbers:

Home: () _____

Business: () _____ Cell: _____

Fax:) E-mail: _____

EMERGENCY CONTACT PERSON (NOT FATHER OR MOTHER)

Name (1): _____ Relationship to Child: _____

Phone (H): _____ Work: _____ Cell: _____

Name (2) _____ Relationship to Child: _____

Phone (H): _____ Work: _____ Cell: _____

SUBJECT SELECTION

Description / Code

Full Time

Part Time

SUBJECTS

1. ☐ ☐2. ☐ ☐3. ☐ ☐4. ☐ ☐5. ☐ ☐6. ☐ ☐☐☐

7.		
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5.0 THIS SECTION MUST BE COMPLETED BY THE PERSON(S) RESPONSIBLE FOR PAYING THE STUDENT'S FEES

I/we _____/_____ hereby apply for a place at Wisdom Academy for my/our above mentioned son/daughter/ward, as a _____ (state: Boarder/Day Student) commencing with _____ term in 20_____ and I/we hereby acknowledge and agree:

5.1 PLEASE NOTE:

SCHOOL FEES ARE PAYABLE IN ADVANCE AND THAT THE SCHOOL LOOKS TO BOTH BIOLOGICAL PARENTS FOR PAYMENT OF FEES, IRRESPECTIVE IF PARENTS ARE SINGLE, MARRIED, SEPARATED, DIVORCED, REMARRIED, MARRIED CUSTOMARY LAW ETC. FEES MUST BE PAID BY THE 3RD OF EACH MONTH

5.2 Failure by Student to attend lectures for any reason whatsoever will not reduce liability for the total cost of the full course and the Student shall be entitled to no credit or reduction as a result of the Students' failure to attend lectures.

5.3 **NO** Refund will be made on any monies paid to the Institute in respect of Registration or any other fees.

- Every fee for each next month should be paid on or before the 3rd of that month;
- If you pay the full amount before end of March, and there are no arrears, a discount of 10% on the full year's tuition will be subtracted;
- It is compulsory for Grade R – 12 & Boarders, who are paying monthly, to complete a Debit Order form.

5.4 Stationery is not provided – you need to buy your own;

5.5 A 25% cancellation fee will be charged if cancellations, which are to be made in writing, are received less than 3 (three) months before the course commencement date. The full fee will become payable if no cancellation notice is supplied to the Institute before the scheduled course date.

5.6 The amounts above shall be subject to the interest at a rate of 2.5% per month, calculated from the date the amount is overdue until date of payment.

5.7 If any legal or other action is taken by the college to recover any amounts due in terms of this agreement, the application / Parent shall be liable for all costs including but not limited to collection commission, attorney / client costs, tracing costs etc.

5.8 Malicious damage to property and/or property of Wisdom Academy will be regarded in a most severe light and may result in claims for damages and/or expulsion of the Students(s) responsible. Interest will be charged at a rate of 2% per month, should any amount in respect of any damages claimed not be settled within 30 days of such claim. Any such expulsion will not absolve the Student / Parent from paying the relevant fees in terms of our contract.

5.9 It is clearly understood that no unruly or disruptive behaviors by Students will be tolerated, and the Academy reserve the right, at its discretion to:

- a. to suspend tuition to offenders for a specific period; or
- b. to expel offenders without recourse.

Again in case of a. and b. above, any such action on the part of the college our contract will not absolve the Student / Parent from paying the relevant fees in terms of our contract

5.10 Whereas every effort will be made to provide a safe and secure environment, it is specifically recorded that the college cannot be held liable for accidents, injuries or total disability caused to Students while in transit to and from the hostel and the college. The Academy is not liable for any loss or damage to Students property while on its premises or elsewhere.

5.11 Should fees be overdue for more than 7 days from the due date of payments, the college reserves the right to call up for immediate payments for the full outstanding balance due in terms of the contract.

5.12 The physical address of the applicant / Student as set out in the registration form shall serve as the domicilium citandi executandi for all purposes in terms of this agreement.

5.13 In entering this contract, no terms, conditions or representations not contained herein have been relied upon.

5.14 This contract comprises the entire agreement between the parties. No amendment, variation or alleged cancellation shall be of force or effect unless contained in writing and signed by both parties.



5.15 Consent Clause: (Future tenants)

The tenant hereby consents that, and authorizes the landlord or agent to, at all times:-

- a) Contact, request and obtain information from any credit provider (or potential credit provider) or registered credit bureau relevant to an assessment of the behavior, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the tenant;
- b) Furnish information concerning the behavior, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the tenant to any registered credit bureau or to any credit provider (or potential credit provider) seeking a trade reference regarding the tenant's dealings with the landlord.

5.16 I (the parent) accept the responsibility of the pupil's transport to and from school.

I confirm that I have read the ENROLMENT form and Annexure A attached hereto, understand and agree to comply with the terms and conditions thereof.

Signed on this _____ day of _____ of 20____ at _____

Parent/Guardian Name (Print)

Signature

_____ Parent/Guardian 1

_____ Parent/Guardian 2



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PARENT / GUARDIAN DECLARATION AND CONTRACT OF ENROLMENT

The rights and obligations contained in this Contract are binding on every person who signs this Contract and must be carried out in order for the child to be successfully enrolled and retained at the Academy

1. DEFINITIONS

- 1.1. "Child" means the child or children (of any age) admitted by the Academy to be educated;
- 1.2. "Contract" means this document, including all its annexure as well as any Policies;
- 1.3. "Enrolment Fee" means the fee paid by the Parent/s to cover all the administrative costs involved in registering a child at the College and which may include an initial contribution to the development and capital costs of the Academy;
- 1.4. "Fee" means any amounts owing to the Academy for a child's enrolment, education and related activities at the Academy. Such Fees shall be clearly communicated to you in advance;
- 1.5. "Head" means the person appointed by the board of governors of the Academy to be responsible for the day-to-day management of the Academy, including anyone to whom such duties have been delegated;
- 1.6. "Parent" or "you" means each person who has signed this Contract as the parent or legal guardian of a Child;
- 1.7. "Parties" means the Parent/s and the Academy;
- 1.8. "Policies" means the rules and principles adopted by the Academy, as published by the College from time to time, which are used to regulate the day-to-day running of the Academy.
- 1.9. "Academy" or "we" means Wisdom Academy;
- 1.10. "Academy Fees" or "school fees" means the money payable by the Parent/s to the Academy in connection with a child's education, excluding any Enrolment Fee or Deposit;
- 1.11. "Academy Rules" means the rules of the Academy, a copy of which is provided to each child on entry and is sent to Parents with the letter offering a place at the Academy, as those rules may be amended from time to time for legal, safety or other reasons or in order to assist the proper administration of the Academy;
- 1.12. "Magistrate's Court Act" means the Magistrates' Courts Act No 32 of 1944;

2. OBLIGATIONS OF THE COLLEGE

- 2.1. The enrolment of students to the College is at the discretion of the Head who may refuse a student's enrolment to the Academy without giving reasons thereof.
 - 2.2. We undertake to exercise reasonable skill and care in respect your child's education and welfare. This obligation will apply during school time and at other times when your child is permitted to be on Academy premises or is participating in Academy related activities.
- 2.3 Your child's progress will be monitored. We will advise you if your child's progress is concerning to the Academy.

Email

info@wisdomacademy.co.za

Phone

+271 84 063 0763
+271 79 382 8659

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3. DISCLAIMERS

- 3.1. The Academy does not accept liability for theft or loss of, or damage or destruction to any property of whatever nature brought on to the Academy premises by your child;
- 3.2. Unless specifically indicated otherwise, you consent to your child participating, under proper supervision in sports and other activities which may entail some risk of physical injury;
- 3.3. The Academy will make every effort to provide a safe and secure environment, however it is specifically recorded that the Academy does not accept liability for accidents, injuries or disability caused to your child while in transit to and from the Academy;
- 3.4. The Academy College does not warrant that the latest software title release will be selected for training purposes. The width of the user base and the degree of error-free execution of the software will be considered in making a final decision.
- 3.5. Malicious damage to property and/or property of the Academy will be regarded in a most severe light and may result in claims for damages and/or expulsion of the student responsible for the damage. Interest will be charged on damages as provided in the Prescribed Rate of Interest Act 55 of 1975.

4. PARENT'S GENERAL OBLIGATIONS

- 4.1. You shall inform the Academy of any special educational needs of your child known to you.
- 4.2. You are required to encourage your child in his or her studies, give appropriate support at home; keep the Academy informed of matters which affect your child; maintain a courteous and constructive relationship with Academy staff; and attend meetings and otherwise keep in touch with the Academy where your child's interests require you to do so.
- 4.3. The Head may, at his/her discretion, require you to remove or may suspend or expel your child from the Academy, if he/she considers that your child's attendance, progress or behaviour is unacceptable and in the reasonable opinion of the Head the child's removal is in the Academy's best interests or those of your child, other children or the College in general.

5. POLICIES OF THE COLLEGE

- 5.1. You undertake to comply with all the rules and regulations of the Academy College and acknowledge that it is your responsibility to make yourself familiar with the policies.
- 5.2. You are responsible for your child.
- 5.3. You will ensure that your child observes all Academy rules and policies.

6. ACCEPTANCE AND DEPOSIT/ENROLMENT FEE

- 6.1. Admission of your child is subject to you signing this contract and paying the enrolment fee.
- 6.2. Failure by your child to attend school for any reason whatsoever (save for by reason of death or long term hospitalization) will not reduce your liability for school fees. The application fee and enrolment fee will be kept by the ACADEMY as a reasonable cancellation fee for your child's withdrawal.

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7. PAYMENT OF FEES

- 7.1.** It is your responsibility to pay the fees applicable to your child to attend the Academy. School Fees are payable on the 3rd day of each month in advance. Monthly school fees must be made by way of debit order. Any Fee or other moneys owing by you to the Academy not paid within 7 days of it becoming due will bear interest at a rate of 2.5% per month. In addition to interest the Academy will be entitled to recover from you default administration costs and collection costs, as contemplated in the NCA, including legal costs on the attorney and client scale and collection commission to the extent permitted by the NCA.

7.2. A certificate signed by the Head showing the outstanding amount due by you to the Academy shall be *prima facie* proof that the amount is due, outstanding and payable.

- 7.3.** If any installment on account of a fee which is payable is not paid on the due date; the entire balance of the fee outstanding will immediately become due and payable by you. No indulgence or grant of time by the Academy will constitute a waiver of its rights under this contract or otherwise.

7.4. You are entitled to elect whether to pay Academy fees annually, termly or monthly. In the event That you elect to pay the year's school fees before March you will be receive a rebate of 10% on the school fees.

- 7.5.** The Academy fees will be reviewed from time to time and may be increased by an amount which the Academy considers reasonable. We will endeavor to give you at least two calendar months' notice of any increase in the fees due for a particular term.

8. PROTECTION OF PERSONAL INFORMATION

- 8.1.** By entering into this contract, and unless you at any time instruct the Academy expressly and in writing to the contrary, your consent is given for the Academy to:

- 8.1.1.** ntact, request and obtain information from any credit provider or registered credit bureau relevant to an assessment of your behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness;
- 8.1.2.** Furnish information concerning your behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness to any registered credit bureau or to any credit provider (or potential credit provider) seeking a reference regarding the account conduct; and

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- 8.1.3. Include photographs, with or without name, of your child in College publications, or in press releases to celebrate the Academy's or your child's activities, achievements or successes.

8.2 The Academy may not distribute or otherwise publish any of your personal information in its possession, unless you give your consent, in writing, to the College that it may do so. Should this be the case, the Academy may only distribute or otherwise publish the information specified in your consent to the people and for the purpose stated in your written consent.

9. TERMINATION AND NOTICE REQUIREMENTS

- 9.1. This contract will terminate when your child completes the Academy's curriculum and any exit examination we offer at the end of your child's schooling, unless otherwise terminated on the terms of this contract. This contract therefore has an indefinite term.
- 9.2. You have the right to cancel this contract at any time, for any reason, provided that you give the Academy a full term's notice, in writing, of this intention before the withdrawal of the child from the Academy. Alternatively, a full term's fees is payable to the College in lieu of notice. Such amount is due and payable on the first day of the term which would have been the final term if the appropriate notice had been given. In the event that any fees have been paid in advance, those fees will be credited in proportion to the terms remaining, less any amount payable in lieu of appropriate notice.
- 9.3. The Academy also has the right to cancel this contract at any time, for any reason, provided that it gives you a full term's notice, in writing, of its decision to terminate this contract.
- 9.4. The Academy's alternative remedies remain reserved, the Academy may cancel this contract immediately and has no obligation to return any deposit or pre-paid fees in the event of material breach and have not (in the case of a breach which is capable of remedy) remedied the material breach within twenty (20) business days of a notice from the Academy requiring you to do so. The Academy may claim payment of all moneys then owing and damages equal to one term's fees.

10. GENERAL

- 10.1 For the purpose of this agreement the parties choose as their *domicilium citandi et executandi* the addresses stated on the registration form.
- 10.2 A party may at any time change its *domicilium* address by notice in writing, provided that the new *domicilium* address is in the Republic of South Africa and consists of, or includes, a physical address at which process can be served.

10.3 All the particulars that you may furnish or that you have furnished to the Academy on this

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10.4 or otherwise from time to time are or will be, to the best of your knowledge and belief, full, true and accurate.

11. JURISDICTION AND GOVERNING LAW

The contract is governed by South African law. In terms of section 45 of the Magistrate's Court Act, you agree that the Academy may sue in a Magistrate's Court, even if the amount of its claim is greater than would otherwise be allowed.

12. MODIFICATIONS

We reserve the right to change or add to these terms and conditions from time to time. The Academy will give you at least a term's notice of any such modifications.

13. SUPERSESION

This contract supersedes and replaces all prior contracts, agreements, commitments, undertakings or representations, whether oral or written, between the Parties in respect of the subject matter hereof. This contract constitutes the whole agreement between the Parties and no warranties between the Parties other than those set out herein, or incorporated by reference herein, are binding on the parties.

Parent:

Signed at _____ on this the _____ day of _____ 20_____.

Parent's signature

Physical address: _____ Postal address: _____

E-mail address: _____

Tel: _____ Fax: _____

Academy representative: _____

Signed at _____ on this the _____ day of _____ 20_____.

Academy Representative's signature

Physical address: _____ Postal address: _____

E-mail address: _____

Tel: _____ Fax: _____

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