



# St Teresa's School

- Founded by the Sisters of Mercy in 1930 -

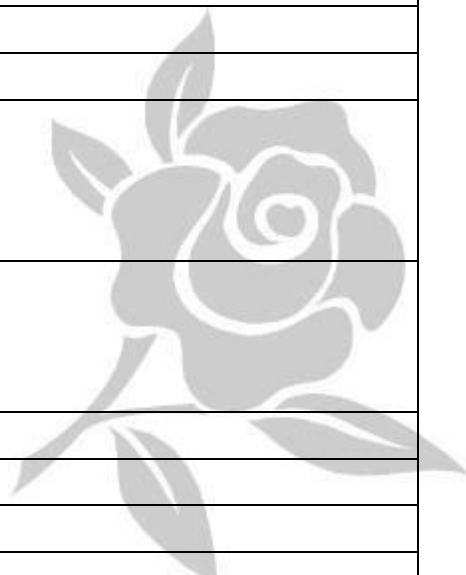
Bank Account: St Teresa's School  
Standard Bank  
Rosebank Branch: 004305  
Account No: 402177584  
Reference: Surname, Application Fee

The following documents must accompany this application:

- A non-refundable application fee of R500
- A copy of your daughter's birth certificate
- Copies of both parents' identity documents / passports (non-SA citizens only)
- If Catholic, please supply copies of Baptism / First Holy Communion certificates
- A copy of your daughter's most recent school report
- Current latest School Fee Statement
- Fee Clearance Certificate (attached) to be completed by your schools accounts office

## PUPIL DETAILS

Surname					
First Names					
Identity No / Passport No					
Date of Birth		Grade applying for			
Religion		Year of Entry			
Citizenship		Home Language			
Present School		Present Grade			
Pupil lives with	Both parents	Parent 1	Parent 2	Other:	
Sibling/s at St Teresa's					
Date/Place of Baptism					
Date/Place of First Holy Communion					
Previous connection with St Teresa's School (if any)					
<b>PARENT DETAILS</b>	<b>Parent 1</b>	<b>Guardian</b>	<b>Parent 2</b>	<b>Guardian</b>	
Title					
Surname					
Names in full					
Identity No / Passport No					
Date of Birth					
Occupation					
Company of Employment					
Home Address					
Postal Address					
Telephone (Home)					
Telephone (Business)					
Telephone (Cell)					
E-mail address					





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### **Contract of Enrolment to St Teresa's School**

1. I/We undertake to pay the School stipulated fees inclusive of related charges which are compulsory in accordance with the annual signed payment option document. Any late payment of any amounts due to the School, will attract a late payment charge, for the overdue amount/s outstanding. For security reasons no cash will be accepted at the School. Please deposit directly into our bank account using the correct reference and your surname when making the payment.
2. I/We acknowledge that the School reviews its fees and ancillary charges annually in the second half of each year and sends notifications out for the subsequent year's charges' two months before the end of the preceding year, once it has determined the increases applicable for the fees and ancillary charges for the subsequent year. I/We hereby bind myself/ourselves, to pay such School determined fees and related charges as and when they fall due for payment.
3. One full term's notice in writing is required should your daughter/s leave the School, which must be given by no later than the end of the first week of the term in which the child/ren will be leaving the School. A term's fees in lieu of notice will be charged and is agreed as the School's pre-estimated damages, if the requisite one full term's written notice not be given to the School.
4. If any amount payable to the School be overdue, the School shall be entitled to instruct its attorneys to attend to the collection of such overdue amounts inclusive of interest and costs. In the event of overdue amounts not being paid after demand by the School, the School reserves to itself the right to cancel the contract. In the event of the School instructing its attorneys to make demand or institute legal proceedings against any parent/guardian, I/We shall be liable for the attorneys' legal charges on the attorney and client scale, inclusive of collection commission, all disbursements incurred and tracing fees, irrespective of whether legal action is instituted or not for due compliance.
5. I/We hereby give permission for my/our daughter to participate in the normal sporting, cultural and religious activities of the School. I/We acknowledge that I/we shall have no claim against the School for injuries, or lost articles of clothing and goods or equipment that may be lost or damaged, howsoever arising and hereby indemnify the School against any claims the School may receive.
6. I/We accept and will support all the policies of the School including those relating to compulsory pupil attendances at School and extra-mural activities, and will not ask for permission to extend vacations nor make doctors, dentist or driving licence appointments for my/our daughter during normal school hours and the School term.
7. I/We understand and accept the School's fee structures and my/our accountability for paying the fees and related charges and ancillary amounts as they fall due for payment and the methods of payment.
8. I/We accept that if this application is successful it will be in terms of the general conditions governing the School's admissions and the School's code of conduct and rules (a copy of which is available in the school office at any time). I/We acknowledge and bind myself/ourselves and our daughter, to all the School policies that are presently applicable or which may in the future be introduced or implemented by the School from time to time. I/We further accept that all Policies are subject to change from time to time, at the sole discretion of the School, and will remain binding on you and your child despite any such amendments.



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9. I/We agree and grant our consent to the School to check and confirm any information on this application form. I/We also hereby grant to the School permission and consent to check my/our creditworthiness with my/our bankers or with any institution that does credit verification and to check with the last School the pupil attended and to refuse my/our application of the child's enrolment arising out of information that it may receive.

Present School \_\_\_\_\_

School contact number \_\_\_\_\_

10. I/We consent to the school collecting, storing and sharing credit information about me/our adherence to payment of amounts due to the School by me/us, with any other educational institution or other relevant organization that may call for such information.
11. Having regard for the best interest of the pupil and the School and to the duties of the School relating to the education of the pupil and to her support and care including while at School or under the supervision of the School, I/We consent to the School capturing, processing and submitting the personal information of the pupil, including the collection from and disclosure to third parties. The information will be processed by the School for the purpose of educating the pupil and for providing for her support and care while at School or under the supervision of the School. The School undertakes that such information will be processed in accordance with the provisions of the Protection of Personal Information Act and any legislation that may be applicable. Processing of personal information will include, but is not limited to, collecting and storing the names and contact details of myself/ourselves and the pupil, information concerning the pupil's health and supplying information and references concerning the pupil to other educational institutions or complying with requirements in law as the School may be obliged to give effect to.
12. I/We accept that in the event of this application being successful, the terms and conditions contained herein shall apply as stated herein and shall further be subject to the general conditions governing admissions at the School and the School code of conduct applicable to pupils, parents and guardian applicable at the time of acceptance.

**These conditions shall be signed by both parents (unless one parent is the sole guardian of the pupil for which this enrolment application is being submitted).**

\_\_\_\_\_  
**Name Parent/Fee Payer 1:**

\_\_\_\_\_  
**Name Parent/Fee Payer 2:**

\_\_\_\_\_  
**Signature Parent/Fee Payer 1:**

\_\_\_\_\_  
**Signature Parent/Fee Payer 2:**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_