



# St Teresa's School

- Founded by the Sisters of Mercy in 1930 -

## FEE CLEARANCE CERTIFICATE

Please submit this to your current School Head or Bursar for completion and signature, and return it to St Teresa's School with your application form or by email to Alesha McClelland at [amcclelland@stteresas.co.za](mailto:amcclelland@stteresas.co.za).

Name of student: \_\_\_\_\_ Current grade: \_\_\_\_\_

Name of person responsible for fee payment: \_\_\_\_\_

ID / Passport No. of person responsible for fee payment: \_\_\_\_\_

Name of School where the student is currently enrolled: \_\_\_\_\_

Annual fees for \_\_\_\_\_ (year) R \_\_\_\_\_

Fees paid to date: R \_\_\_\_\_

Fees outstanding: R \_\_\_\_\_

Has the account been in arrears: ☐

Have any discounts been given: ☐

Is the student receiving financial assistance: ☐

Has the required notice been given? ☐

Comment: \_\_\_\_\_

This is to certify that the above person has paid the School fees as indicated.

\_\_\_\_\_  
Name of Head/Bursar

\_\_\_\_\_  
Signature of Head/Bursar

\_\_\_\_\_  
Date

**SCHOOL STAMP**

*This Fee Clearance Certificate has been approved by ISASA for use amongst member schools.*

**I understand that enrolment is contingent upon financial clearance from the previous school. Therefore, and in line with the school's current privacy policies pertaining to the processing of personal and credit information in accordance with the National Credit Act No. 34 of 2005 ("NCA") and the Protection of Personal Information No. 4 of 2013 ("POPIA"), I authorise that my credit information may be processed only for purposes of obtaining financial clearances as stated hereinabove.**

Name of Parent / Guardian 1	Name of Parent / Guardian 2	Name of Third Party / Guardian / Sponsor

### Rosebuds Pre-Primary

18 St Albans Avenue, Craighall Park  
[juniorprimary@stteresas.co.za](mailto:juniorprimary@stteresas.co.za)

### Junior Primary

30 Rutland Avenue, Craighall Park  
[juniorprimary@stteresas.co.za](mailto:juniorprimary@stteresas.co.za)

### Senior Primary

14 Keyes Avenue, Rosebank  
[seniorprimary@stteresas.co.za](mailto:seniorprimary@stteresas.co.za)

### High School

18 Keyes Avenue, Rosebank  
[highschool@stteresas.co.za](mailto:highschool@stteresas.co.za)