



APPLICATION FOR ADMISSIONS

MOST IMPORTANT:

This **Application for Admission** will only be processed if ALL FIELDS are completed legibly, are signed and ALL supporting documents are attached.

THE FOLLOWING STIPULATIONS MUST BE ADHERED TO OR ADMISSION WILL NOT BE GRANTED

1. **ONLY A FEW VACANCIES ARE AVAILABLE FOR EACH GRADE.** Completion and Submission of the Admission Form **does not** guarantee acceptance to Hoërskool Bergvlam. **Admission will only be considered for Gr. 8 to Gr. 12 learners whose previous school had the same LOLT (Language of Learning and Teaching) as Hoërskool Bergvlam, namely Afrikaans Home Language and English Home Language and FAL (First Additional Language) namely English First Additional Language and Afrikaans First Additional Language.**
2. **WE ADVISE YOU TO APPLY AT OTHER SCHOOLS IN THE AREA AS WELL.**
3. The admission form must be completed in full. This is a legal and binding document. **No areas must be left open** (crossed out areas that are not applicable). *No tippex allowed!*
4. **Incomplete forms or documents will not be accepted** and will result in your child's application from being delayed for further processing.
5. **Your application will be null and void if your form contains any false information.** You will be legally liable for false information and will be prosecuted as well.
6. Closing date for Applications for Admission is on **31 August at 12:00**. The completed original Admission form must be handed in at the school / faxed / e-mailed on or before the cut-off date. **Late application forms will immediately be placed on the waiting list.**
7. **Please use neat and concise handwriting** when completing the admission form to avoid any information being captured incorrectly.
8. The School Governing Body reserves the right to verify admission and address details.
9. Parents will be informed by e-mail if their child's application was successful/unsuccessful.
10. **PLEASE NOTE: ON RECEIVING A PROVISIONAL ACCEPTANCE LETTER, A FEE OF R2500 IS PAYABLE PER CHILD. (R500 NON-REFUNDABLE ADMINISTRATION FEES AND R2000 SCHOOL FEES)**
11. **REQUIRED SUPPORTING DOCUMENTS:**

Please hand in CLEAR CERTIFIED COPIES of the following documents:

- **1 copy – Guardians** are expected to produce the necessary **Official Legal Proof of Adoption** from the court with applications.
- **1 copy – Proof of residence (FICA standard)**, not older than three months (Water and Lights account / Rental Agreement or Deed of Sale, **must be in parent's own name**).
- **1 copy of each parent's I.D. documents** (if a parent is deceased, please attach death certificate)
- **1 copy – Medical Aid card** (front and back).
- **1 copy – Birth Certificate of the child.**
- **1 copy – Term two school report** to prove that learner had tuition in the same LOLT, namely **Afrikaans Home Language / English Home Language and FAL, namely English First Additional Language / Afrikaans First Additional Language.** Prospective grade 8 learners: Final acceptance will only be after your child has passed grade 7 (Please provide the final report before the school year)
- **1 copy – Twelve month account statement from current school.**
- **1 copy – ID Document of person/s responsible for payment of School Fees** (should the fees be paid by another party).
- **Immigrant families need to submit valid work and study permits.**

PLEASE NOTE:

Should your child be accepted, you will be notified via e-mail. Your acceptance form and payment of R2500 must be completed by **30 September** to secure your child's place. Fax proof of payment if paid electronically. State child's name, surname and grade applied for.

IF YOU FAIL TO MAKE THE NECESSARY PAYMENT BY THE GIVEN DATE, WE ARE COMPELLED TO PUT YOUR CHILD ON THE WAITING LIST.