



# SILICON VALLEY ACADEMY

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[www.siliconvalleyacademy.co.za](http://www.siliconvalleyacademy.co.za)

Please Attach  
Recent Passport  
Photograph  
Here

## LEARNER ENROLMENT CONTRACT FORM

Please Attach:

- |   |  |
|---|--|
| <input type="radio"/> 1. ID Copy            | <input type="radio"/> 5. Previous School Report/Matric Certificate |
| <input type="radio"/> 2. Parents ID Copy    | <input type="radio"/> 6. Two ID Photos                             |
| <input type="radio"/> 3. Two Reams Of Paper | <input type="radio"/> 7. Registration & First Instalment           |
| <input type="radio"/> 4. Proof Of Residence |  |

### SECTION A: FOR OFFICIAL USE ONLY

Student Number: \_\_\_\_\_ Date: \_\_\_\_\_ Consultant: \_\_\_\_\_

Attendance Category: Full Time  Part Time

How did you know about us?

News Paper  Poster  Radio  Word of mouth  Website

### SECTION B: PERSONAL DETAILS(must be complete capital letters by applicant)

Title: Mr  Miss  Ms  Mrs  Gender: Male  Female

First Name: \_\_\_\_\_ SurName: \_\_\_\_\_

Date Of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_

Identity Number:

Passport Number (if not South African Citizen): \_\_\_\_\_ Study Permit Expiry Date: \_\_\_\_\_

Any Disability? Yess  No  If Yess (Describe) \_\_\_\_\_

Highest Qualification Obtained: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

### Next Of Kin

Name of Next of Kin in terms of Emergency: \_\_\_\_\_ Relationship: \_\_\_\_\_

### Accomodation

Do you require accomodation?: Yess  No

## SECTION C: Course Information

Name of the Course: \_\_\_\_\_

SAQA ID No: \_\_\_\_\_ NQF Level: \_\_\_\_\_

Duration: \_\_\_\_\_ Commencing Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Completing date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Subjects(s)	SAQA ID	Level

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## SECTION D: Payment Information

### Cash Option

Registration fee: \_\_\_\_\_ Total Tuition fee: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Discount: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### Monthly Installment Option

Registration fee: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

1<sup>st</sup> Deposit: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Total Tuition fee: \_\_\_\_\_ Monthly: \_\_\_\_\_ Number of installments: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Examination fee: \_\_\_\_\_

## SECTION E: Course Information

Name of the Course: \_\_\_\_\_

SAQA ID No: \_\_\_\_\_ NQF Level: \_\_\_\_\_

Duration: \_\_\_\_\_ Commencin Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Completing date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Subjects(s)	SAQA ID	Level

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## SECTION F: Payment Information

### Cash Option

Registration fee: \_\_\_\_\_ Total Tuition fee: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Discount: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### Monthly Installment Option

Registration fee: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

1<sup>st</sup> Deposit: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Total Tuition fee: \_\_\_\_\_ Monthly: \_\_\_\_\_ Number of installments: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Examination fee: \_\_\_\_\_

## SECTION G: Person responsible for Payment

Full Name & Surname: \_\_\_\_\_ Company Name: \_\_\_\_\_

ID No./Registration No: \_\_\_\_\_

Title: Mr  Miss  Ms  Mrs  Gender: Male  Female

Relationship to Applicant: \_\_\_\_\_ Cell/Tel: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

### PAYMENT OPTION (Please Specify)

Cash  Bank Transfer  Debt Order

\_\_\_\_\_  
Date Place

### Banking Details

Account Holder : Silicon Valley Academy (PTY)  
Bank Name : First National Bank -FNB  
Account Number : 62804247650  
Branch Code : 258611  
Reference : Student Name and Surname  
Email : accounts@siliconvalleyacademy.co.za

## SECTION H: Sponsor responsible for Payment

Name of Company: \_\_\_\_\_

Period Spent: \_\_\_\_\_ Position Held: \_\_\_\_\_

Company Address: \_\_\_\_\_

Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Signature Date

## SECTION I: Terms And Conditions

1. All registration fees/deposits are paid up-front and are non-refundable
2. The student's failure to attend classes whatever reason shall in no way entitle him or her to reduce fees, nor will it absolve him/her or other signatories to this document from full liability for the payment of fees and other charges.
3. No cancellation of this contract shall be force of effect without written consent there to by an authorized officer of Silicon Valley Academy.
4. The right to attend classes and write exams is non transferrable.
5. Silicon Valley Academy shall have the right to alter all time tables, courses commencement and completion dates, where and whenever necessary as well as holidays and vacation duration.
6. Silicon Valley Academy reserves the right to create and apply rules, including due performance, the student hereby agrees to be bound by all such rules.
7. Silicon Valley Academy reserves the right to exclude the student from classes and examinations as it be deemed necessary without in any way detracting from the right or recovering the fees payable by the student and to withhold the student's examination results or dismiss him/her for failing to pay all or part of required fees or failing to comply with any school rules or the terms of this contract
8. The student and other signatories hereby agrees to pay all tuition and other fees whenever they fail due Silicon Valley Academy without any further notice being issues. Should Silicon Valley Academy institute legal action against fees defaulter, the liability of all cost involved will fall on the signatories to this contract other than Silicon Valley Academy, jointly as well as severely
9. Where tuition fees are payable to Silicon Valley Academy in instalment, the failure to pay any single installment in time will result in the full balance becoming immediately due and payable without further notice
10. Tuition fees payable to Silicon Valley Academy do not include membership fees, accommodation fees, stationery fees (including modules and textbooks) or other items. Where fees for external exams and study material are not known in advance the student hereby to accept the quotation or change thereof whenever made in the course of the study program. Furthermore, it shall be the responsibility of the student to bear the cost of transport for study trips, stationery and any other specialized consumables used during the course
11. External assessment and examination are compulsory in all our programs. The student is responsible for ensuring that he/she has been registered for correct or relevant examination with such institute or exam body
12. When the student register after all the examination registration have been closed, the student will be advised to register for the next examination
13. Silicon Valley Academy will take all precautions to ensure that all students are registered for examinations (National and other External examination); however, a student failure to register or write examination for whatever reason shall in no way entitle him/her to any sort of reduction or refund of tuition fees, nor will it be absolve him/her from full liability for the payment of the tuition fees due. It is therefore imperative for student registering at Silicon Valley Academy to ensure that they are properly and correctly registered with the relevant examining bodies in time; before the closing date
14. No student shall deal with his/her lecturer in regards to payment of any kinds or registration of any form or kind. If however a student decides to such arrangement or dealings with his/her lecturer, Silicon Valley Academy with not be held liable for any loss accounting from such dealings
15. No relaxation, variation or indulgence granted by Silicon Valley Academy to other signatories here in respect of this agreement shall constitute waiver of any right vested in Silicon Valley Academy
16. Silicon Valley Academy shall be deemed to include division/branch of Silicon Valley Academy or any other juristic person to rule the rights and obligations of Silicon Valley Academy, as contained herein may ceded/assigned
17. In addition to these terms of registration, the signatories further agree to abide the Silicon Valley Academy enrolment terms and conditions and the student code of Conducts, as well as the student residence rules and regulations which are in line with the Gauteng Department of Education's school's constitution
18. Student not satisfied with institution's grievance procedure or training programs should forward their concerns to UMALUSI on telephone + 012 349 1510. Fraud cases including any information on bank deposit slips and exchanging access cards are criminal cases and will be reported to the police and may lead to suspension/ discontinuation of a learner from the study program

***Declaration of oath to have read, understood and abide by the terms of registration as stipulated in the above section***

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**Signature of Parent/ Guardian**

**Date**

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**Signature of Applicant**

**Date**

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**Student's Advisors name**

**Date**

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