



# SAGEWOOD PREPARATORY SCHOOL

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PBO No. 930020807

EMIS 321937

DOC RegNo. 04493

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## APPLICATION FOR THE ADMISSION OF A PUPIL

Welcome and thank you for choosing Sagewood Preparatory School for this important phase of your child's education.

Sagewood is a registered independent primary school and self-funding. Sagewood is also a member of the Independent Schools of South Africa and is accredited with Umalusi. Our qualified staff endeavor to provide and maintain a high quality of education.

Please study the documents provided, particularly those that relate to the various fees that are payable. The funding of the school is almost entirely from these fees and parents are required to pay their fees timeously.

You are requested to pay R400-00 for this application form.

### TERMS AND CONDITIONS

The following terms and condition apply:

- Admission Deposit:** A non-refundable admission deposit of R1 400-00 is payable within one week of notification of your successful application.
- Payment of Fees:** All fees are payable within 7 days of written notification by the School. Parents may elect which payment plan they will feel comfortable with – annual, termly or monthly. Fees paid annually in advance will enjoy a 5% discount.
- Late Payment of Fees:** All fees not paid in terms of item 2 will attract interest at the prime rate ruling of the First National Bank of plus 3%.
- Termination of Enrolment:** A full term's notice or termination shall be given in writing or alternatively one term's fee paid in lieu of such notice. Should a pupil leave the school during a term, under whatever circumstances, the term's fee shall be forfeited, and full term's fees in lieu of notice shall be due.
- Rebate of Fees:** There shall be no rebate of fees if the pupil is absent from school.
- Person Responsible for Payment of Fees:** The parent or guardian responsible for the payment of the school's fees shall furnish the information required in Section D of the application, and in the event that parents are unmarried then both parents shall furnish the information required, and in either case the parents shall sign an undertaking that school fees will be paid as in item 2 above. **Please provide a 3-month bank statement with the application form.**

*I have read and understood the terms and conditions of enrolment and hereby agree to the terms and conditions above.*

Mother/Guardian Signature	Father/Guardian Signature
Date	Date

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**"Accredited by Umalusi, Council for Quality Assurance in General and Further Education and Training"**

