



SILICON VALLEY ACADEMY

80 Oliver Tambo Road Louis Building Building,
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Email: info@siliconvalleyacademysa.co.za
www.siliconvalleyacademy.co.za

Please Attach
Recent Passport
Photograph
Here

LEARNER ENROLMENT CONTRACT FORM

Please Attach:

- 1. ID Copy
- 5. Previous School Report/Matric Certificate
- 2. Parents ID Copy
- 6. Two ID Photos
- 3. Two Reams Of Paper
- 7. Registration & First Instalment
- 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? Yes No If Yes (Describe) _____

Highest Qualification Obtained: _____

Physical Address: _____

Code: _____

Tel: _____ Mobile: _____ Email: _____

Next Of Kin

Name of Next of Kin in terms of Emergency: _____ Relationship: _____

Accommodation

Do you require accommodation?: Yes 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: ___ / ___ / ___

1st 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: _____ / _____ / _____

1st 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 issued. Should Silicon Valley Academy institute legal action against fees defaulters, the liability of all cost involved will fall on the signatories to this contract other than Silicon Valley Academy, jointly as well as severally
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 will 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

Signature of Parent/ Guardian

Date

Signature of Applicant

Date

Student's Advisors name

Date