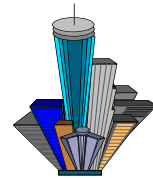


BLACK EDUCATION UPGRADING 2018 REGISTRATION FORM



The application/audition fee of R250 is payable on submission of the application form. The registration fee of R1000 is payable on submission of this registration form. The application and registration fees are not refundable. The registration fee and other fees paid are only refundable if the applicant is not eligible for admission to Black Education Upgrading

THIS DOCUMENT IS A LEGALLY BINDING CONTRACT AND MUST BE COMPLETED IN FULL, SIGNED AND INITIALLED ON EVERY PAGE BY ALL RELEVANT PARTIES. ALL SECTIONS MUST BE COMPLETED.
P R E T O R I A S T A T E T H E A T R E

**Black Education Upgrading student number
(for office use only)**

1. Student information

Surname..... Title (e.g. Mr, Mrs, Miss, Ms).....

First names.....

Date of birth Year Month Day M F

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Do you have any disability? Yes No

If yes, please specify

Sight		Intellectual (learning difficulties)	Communication (talking, listening)	Multiple (please furnish details)
Hearing		Physical (moving, standing, grasping)	Emotional (behavioral)	

Are you a South African citizen? Yes No

If yes, ID number

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(attach a certified copy of front page of ID document)

If no, nationality?..... Passport number

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(attach a certified copy of front page of passport and study permit)

Home language..... Race

Student's postal address..... Postal code.....

Tel (.....)..... Cell.....

Student's residential address..... Postal code.....

E-mail address.....

How did you come to know about Black Education Upgrading?.....

2. Next-of-kin / contact person in case of emergency

Title.....	Name.....	Surname.....
Tel (w).....	Cell	Tel (h).....
Student's medical aid.....	Medical aid number.....	
Medical aid main member.....		
House doctor.....	Tel (w).....	

3. Matriculation (Grade10 - 12) or school-leaving details

(to be completed by applicants who have completed their schooling in South Africa)

If you have Grade 10 or completed Matric, please attach a certified copy of your Matric (Grade 12) certificate or Grade 10 results.

School attending / attended for Matric (Grade 10 - 12)..... Year of completion

4. Previous tertiary education experience

Have you previously studied at a tertiary education institution? Yes No

If yes, state 1) Name of institution.....
2) Student number.....

Qualification for which registered Qualification obtained Yes No

(Please attach an original or certified copy of your academic transcript)

4.1 Programme for which you wish to register

Drama
 Script Writing
 Dance

5. Checklist

Please ensure the following documents accompany your completed application form

Certified copy of front page of your ID book (If a South African citizen)
 Certified copy of front page of ID book of person responsible for payment of account
 Certified copy of your study permit and front page of your passport (If not a South African citizen)
 Certified copy of your results for the latest school year completed - Grade 10 or Matric (Grade 12)
 The relevant programme costing sheet
 Foreign school results, as assessed by the South African Matriculation Board (If applicable)

6. Black Education Upgrading banking details

For your convenience the banking details are as follows:

Bank: Standard Bank
Branch: Silverton **Branch code:**
Account name: Black Education Upgrading
Account number: 011696427

Please use the student's name as a reference and send deposit slip / proof of payment to
info@blackeducationupgrading.org.za or personally hand in at Pretoria State theatre 8th
floor room 807

7.Fees

The right to collect fees may be ceded by Black Education Upgrading, in which case the payment terms of the cessionary shall become applicable.

Person / company sponsor responsible for payment of account (please attach a copy of front page of ID book)

Title..... Initials..... Surname.....

Relationship..... ID number.....

Tel (w)..... Cell Tel (h).....

E-mail address.....

Name before marriage, if different.....

Postal address for account.....

.....Postal code.....

Physical address for account.....

.....Postal code.....

Car registration number.....

Payment Options: Please indicate method of payment.

PLEASE NOTE: If no choice is indicated, or if you should fail to honor Option B by date of commencement, you will automatically be billed for Option C. Non-South African citizens may only select Option A or Option B

- A. Early bird special - full fees paid before 15 February 2018
- B. Full fees paid in advance by date of commencement.*
- C. Deposit paid in advance, by date of commencement* and the outstanding balance payable in 3 or 6 equal monthly installments from March to September 2018
- D. Three- months option chosen where deposit is paid in advance, by date of commencement* and installments are paid monthly from March 2018 until June 2018
- E. Six -months option chosen where deposit is paid in advance, by date of commencement* and installments are paid monthly from March 2018 until November 2018

Choose one: Debit order form EFT

Should a student register with Black Education Upgrading after the date of commencement a late penalty fee of R4950 will be applied.*

I hereby grant permission to carry out a credit enquiry by accessing credit bureau databases.
If I fail to meet my financial obligations to Black Education Upgrading, Black Education Upgrading may record my non-performance with credit bureaus.

CONDITIONS OF REGISTRATION

Please take special note of the clauses in italics and initial every page.

All details regarding registration and termination of registration are indicated in the Black Education Upgrading registration form, the contents of which are deemed to have been read and understood by the signatories hereto. Registration is for a full academic year and not per semester (as specified in the academic calendar).

DOCUMENTATION REQUIRED FOR REGISTRATION

- A signed copy of this contract; and
- A certified copy of the student's ID or passport; and a certified copy of the parent/guardian's ID or passport; and
- Proof of payment of the registration fee; and
- A certified copy of a South African Senior Certificate; or an equivalent qualification approved by Black Education Upgrading

Registration will only be considered upon receipt of the duly completed registration form, duly certified copies of all the relevant documentation and the required registration fee by the Black Education Upgrading registration office.

REGISTRATION FEE

The registration fee in the amount of:

- 1) R 1 000
- is payable on signing of this contract and is non-refundable, except in the case where an applicant failed matric or Black Education Upgrading does not offer the course for which he/she has applied.

TUITION FEES

(i) UPFRONT PAYMENTS

a. Foreign students

Any non-South African student is required to pay his/her tuition fees for the academic year in full, on or before the commencement date of the academic programme for which he/she wishes to register.

International students who are not permanent residents of the Republic of South Africa and who wish to enrol at Black Education Upgrading are required to obtain a study permit from the South African Department of Home Affairs and to ensure that this permit is valid for the full period of study. If students are granted asylum or refugee status or any other similar status which is subsequently withdrawn or not renewed, as the case may be, by the relevant authorities, this contract is automatically cancelled; the student and/or parent and/or legal guardian, however, remain liable for the full balance of the fees. The study permit must be in favour of Black Education Upgrading Fees are not transferable or refundable in respect of students who do not comply with these requirements, unless a study permit has been denied.

b. South African students

A South African student may choose to pay his/her tuition fees for the academic year in full, on or before the commencement date of the academic programme for which he/she wishes to register or through monthly payments. In order to qualify for an upfront payment discount, select "Payment Option A" under FEES (block #8) on the previous page and pay the full tuition fee on or before the commencement date.

Very important: Where an upfront payment selection is made, and the fees are not received on or before the commencement date, the payment method will revert to monthly invoicing (payment Option B) and the discount will be forfeited automatically.

(ii) PAYMENT METHOD

All payments have to be made in South African Rands.

Very important: No foreign cheques or currency will be accepted.

(iii) OVERDUE PAYMENTS

Payments will be regarded as "overdue" if not received on or before the 1st business day of every month.

Black Education Upgrading will charge interest on all overdue payments on a monthly basis at the prime interest rate as applied by Standard Bank of South Africa, plus 2% per annum.

Payments not received on or before the due date may result in the following:

The student will not be allowed to write exams, hand in projects, or borrow books from the library, from the day after the date upon which payment was due until the outstanding payment is received by Black Education Upgrading; and/or

The results obtained by a student in any examination shall not be published or communicated to the student until all outstanding fees and other moneys due to Black Education Upgrading are paid in full.

The student may be suspended from the campus until payment is received by Black Education Upgrading; and/or Possible legal action being taken, where appropriate.

CANCELLATION OF REGISTRATION

A student who wishes to cancel his/her studies at Black Education Upgrading shall notify Black Education Upgrading in writing of his/her intention to cancel his/her enrolment within one month (30 calendar days) before the commencement date of his/her course. No cancellation of enrolment shall be enforced without receipt of written confirmation thereto by the Principal. No cancellation can be accepted by any member of the academic staff.

A student who cancels his/her registration shall incur financial liability in terms of fees according to the following:

All application and registration fees are non-refundable.

If written notification of cancellation was received by Black Education Upgrading prior to one month (30 calendar days) before the commencement date of his/her course, no financial liability will be incurred by the student or Black Education Upgrading

If written notification of cancellation was received within one month (30 calendar days) before the commencement date of his/her course, the student will be liable for 2 (two) months' installments of the total tuition fees for the academic year.

If written notification of cancellation was received on or after the commencement date of his/her course, the student accepts full financial liability for the whole of the academic year.

All written notifications of cancellation must be either delivered in person or sent by registered mail to:

Black Education Upgrading, State Theatre Pretoria

Very important: Black Education Upgrading does not accept responsibility for faxed or e-mailed cancellations, or cancellations sent by standard mail.

LEGAL INDEMNITY

In the event of the student being a minor, or suffering from any legal incapacity and requiring the assistance of a natural parent or legal guardian, the said parent/guardian shall assume all contractual responsibilities for his/her ward and, by signing the enrolment contract, represents and states that he/she has the capacity to conclude the enrolment contract on behalf of the student.

I, THE STUDENT, AND I, THE PARENT/GUARDIAN, HEREBY ACCEPT AND AGREE THAT:

1. I am signing this contract with the knowledge and consent of my parent/legal guardian (only applicable to minor students).
2. I have signed a quotation and acknowledged the amount with regards to the fees owing to the college.
3. This registration will become a binding agreement between myself and Black Education Upgrading
4. **We consent to Black Education Upgrading utilising electronic methods of communication (including SMS and email) in matters of an academic and financial nature, or relating to scheduling of lectures, campus activities or similar issues. Black Education Upgrading may, from time to time, send me marketing material by electronic methods of communication unless we have indicated below that we do not wish to receive any marketing material by such methods.**
5. Black Education Upgrading may, at its discretion, report to my parent, guardian or sponsor any breach of rules and regulations by myself or on any other matter concerning the progress, conduct, wellbeing or health of myself. I, the student, herein consents to this report being made.
6. I, the student, cede and assign to Black Education Upgrading all rights, title and interest in and to any intellectual property that may be created in the course of any study or research project that I undertake or may undertake at Black Education Upgrading or that I develop or may develop with the assistance of Black Education Upgrading equipment and/or facilities. We, furthermore consent to the outcomes of any work undertaken by myself being used by Black Education Upgrading in marketing and promotion activities (including any competitions into which my work is entered by Black Education Upgrading).
7. Should I during my attendance at Black Education Upgrading undergo training in any workshop, laboratory or any other place of training or attend any excursion, event or sporting activity whether within or without Black Education Upgrading, I may be exposed to risks to life, or to bodily injury, or to health or illness or of damage to property, or personal liability therefor and that in the full knowledge of this, I consent to run all the risks involved in such training, excursion, exercise, event or sporting activity. Furthermore I acknowledge that the cost of transport to and from such training, excursion, exercise, event or sporting activity shall be for my account.
8. Neither Black Education Upgrading nor any official employee or representative of Black Education Upgrading acting in his/her capacity as such shall be liable for any damage arising out of: the death, bodily harm, loss of health or illness of any student howsoever caused; and the destruction of or damage to any property owned by or in the custody of any student, howsoever caused. I hereby indemnify Black Education Upgrading against any claim made against Black Education Upgrading in respect of any damage arising out of the fault of the applicant.
9. My failure to attend lectures for whatever reason shall in no way entitle me to a reduction in fees, nor will it absolve myself or the other signatories to this document from full liability for the payment of fees and other charges;
10. In the event of non-payment of any amount due and payable on the due date, Black Education Upgrading may, in addition to any other remedies that it may have in terms of this agreement or at law:
 - 10.1 terminate this agreement without notice and keep all amounts already paid; and/or
 - 10.2. claim damages (which may include immediate payment of all arrear payments); and/or
 - 10.3. suspend the student for non-payment; and/or
 - 10.4. claim the full amount of the contract, which amount shall become immediately due and payable.
11. I acknowledge that I am aware that I have to satisfy the requirements of due performance as laid down by Black Education Upgrading
12. I consent to the jurisdiction in terms of the Magistrates Court Act, 32 of 1944, as amended, that any legal proceedings arising from this agreement may be instituted in the Magistrates' Court of any district with jurisdiction in terms of the said Act.
13. Should legal action be instituted by Black Education Upgrading in terms of this agreement, any legal costs incurred by Black Education Upgrading shall be borne by me on the scale as between attorney and own client.
14. I choose as my *domicilium citandi et executandi* the address set out on page 3.
15. The campus finance department of Black Education Upgrading must be informed immediately, in writing, should I or my parent/legal guardian change address or should I, the student, change my module/s or programme/s, subsequent to submission of the registration documentation.
16. I agree to allow Black Education Upgrading to use my information to trace me, if necessary.
17. Black Education Upgrading shall have the right, at its sole discretion, to cancel tuition in any course or subject initially advertised and offered, on the basis of insufficient demand. Black Education Upgrading further reserves the right to combine classes of a similar academic level and content.
18. Black Education Upgrading reserves the right to change qualification/module names/content without prior notification.

19. Black Education Upgrading reserves the right, at its sole discretion, to change, modify or otherwise alter course fees at any time, without obligation or notice requirement. Such modifications shall become effective immediately upon the posting thereof.

20. I am bound by and shall comply with all the rules, regulations, policies and procedures which Black Education Upgrading may impose from time to time.

21. I acknowledge that academic integrity is taken very seriously by Black Education Upgrading Any violations of academic integrity by me including, but not limited to, cheating or plagiarism, will result in disciplinary action being instituted against me, which could result in expulsion.

22. I understand and accept that Black Education Upgrading may, at its discretion, monitor communications created, stored, transmitted, spoken, sent, received or communicated by myself on, over or in Black Education Upgrading systems and networks and intercept, acquire, read, view, inspect, record and/or review any and all such communications. I hereby consent to Black Education Upgrading doing so.

23. This agreement incorporates the entire agreement between Black Education Upgrading and myself, and no alteration, cancellation or variation hereof shall be of any effect unless it is communicated in writing and signed by both Black Education Upgrading and myself and/or my parent/guardian, who hereby acknowledges that no representations or warranties, whether express or implied, have been made by either Black Education Upgrading or myself and/or my parent/guardian, nor are there understandings or terms other than those set out herein.

24. I am bound by the terms of this document, and I declare that I am fully conversant with the contents thereof.

25. In the case of vis major (including an act of God, war, insurrection, industrial or student unrest, natural disasters or other such events), Black Education Upgrading reserves the right to cease lectures and close the college temporarily. While every effort will be made to resume lectures as soon as possible, no warranties are made in this regard and no refund in fees will be made.

26. No guarantees, promises or representations of any nature are made by Black Education Upgrading pertaining to my enrolment for programme/s selected by myself with regard to my success or failure or otherwise

27. Black Education Upgrading may use any images (photograph or other) taken of myself, the student in any advertising without restriction. I hereby consent to such use. Yes No

28. Black Education Upgrading also adheres to the Protection of Personal information Act 4 of 2013 and all information whatsoever accumulated and processed accordingly for the purposes of this registration process and agreement, before or after thereof, which was and is done subject to this said legislation.

29. Pertaining to minors (under the age of 18 years) in terms of the aforementioned Act under clause 27, minors and their legal guardians must take cognisance of the following in terms of the said Act:

29.1 Section 25 states that personal information may not be processed concerning a child (minor) who is subject to parental control (legal guardian) without such said guardian's consent; but

29.2 Section 32(b), (c) and (d) deals with special exemptions regarding the categories of information, in which general exemption is granted to the processing of the information if it is carried out with the consent of the data subject or the information has deliberately been made public by the data subject, in cases other than the protection of a minor's personal information

29.3 Section 34 states that the Information Protection Regulator established in terms of section 35 of the said Act may authorise a responsible party to process personal information, even if that processing is in breach of an information protection principle if the regulator is satisfied that, in the circumstances of the case:

29.3.1 the public interest in the processing outweighs, to a substantial degree, any interference with the privacy of the data subject that could result from such processing; or

29.3.2 the processing involves a clear benefit to the data subject or a third party that outweighs, to a substantial degree, any interference with the privacy of the data subject or third party that could result from such processing.

30. In terms of the aforementioned clause 29.3.2 Black Education Upgrading recognises such a benefit in terms of the Constitution of the Republic of South Africa under section 29 being the right of education and section 28 dealing with best interests of a minor, specifically pertaining to limited information gathered from a minor personally prior to the consent of the legal guardian given herewith.

31. Black Education Upgrading also certifies herewith that in the event where information was gathered from a minor as mentioned under clause 29, that such said minor was first informed of the aforementioned prohibits of the said Act, and also that any further negotiations had to be facilitated with the express consent of the legal guardian of the said minor.

I/We consent to receiving marketing material by electronic methods of communication from BLACK EDUCATION UPGRADING

Yes

No

I, _____
(FULL NAME OF ACCOUNT PAYER OVER THE AGE OF 18),

ID No, _____ hereby declare that this registration is being made with my permission and that I hereby bind myself guarantor for the fulfillment of the student's obligation as a result of this agreement.

I/we the undersigned have read; completed and understood the entire contents of this registration contract and hereby jointly and severally accept all terms and conditions.

1. Signed: _____ Name: _____ Date: _____
(STUDENT - ASSISTED BY PARENT OR LEGAL GUARDIAN)

2. Signed: _____ Name: _____ Date: _____
(PARENT / LEGAL GUARDIAN/ ACCOUNT PAYER)

If you have chosen the three, six and nine months payment plan, please read and sign below.

We have decided to go with the:

Three months payment opt

Six months payment opt

I/We understand that this means that the contract is binding until June 2018 for a 3 months payment plan or until September 2018 for a six months payment plan and March 2018 until November 2018,

1. Signed: _____ Name: _____ Date: _____
(STUDENT - ASSISTED BY PARENT OR LEGAL GUARDIAN)

2. Signed: _____ Name: _____ Date: _____
(PARENT / LEGAL GUARDIAN/ ACCOUNT PAYER)