



## ISLAMIC EDUCATIONAL CENTRE

### ADMISSION YEAR APPLIED FOR

\_\_\_\_\_  
NAME OF LEARNER

\_\_\_\_\_  
GRADE APPLIED FOR

#### CHECK LIST:

1. Completed application form	
2. Declaration by parent	
3. Written, marked paper	
4. Results, signed by educator	
5. Recommendations by Head	
6. Ratified by Shura	
7. Parent notified of decisions	

#### ID PARTICULARS/ REPORT

1. Learners BC/ID	
2. Parents ID	
3. Last report	
4. Immun. Card	

Approval by Admission Committee

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature



**4. FAMILY DETAILS**

	<b><u>Father's Details:</u></b>	<b><u>Mother's Details</u></b>
Surname		
First Names		
ID number		
Employer		
Occupation		
Work Tel		
Cell phone		
Email		
Postal Address		

**5. FINANCIAL DETAILS**

Person to whom account should be sent	
Are you applying for a bursary (if Yes, supply breakdown of monthly expenses as an annexure) Attach at the end.	

**N.B. Computer fees from Grade R to Grade 9 are compulsory and are not subsidized.**

Please enclose a copy of the child's birth certificate, last report and immunization record as well as parent's ID.

**RESULTS OF ASSESSMENT TESTS (FOR OFFICE USE ONLY)**

**At Educator Level**

Subject / L.A. 1: \_\_\_\_\_  
 Educator \_\_\_\_\_  
 Score as a %: \_\_\_\_\_%  
 Date \_\_\_\_\_

Subject / L.A. 2: \_\_\_\_\_  
 Educator \_\_\_\_\_  
 Score as a %: \_\_\_\_\_%  
 Date \_\_\_\_\_

Subject / L.A. 3: \_\_\_\_\_  
 Educator \_\_\_\_\_  
 Score as a %: \_\_\_\_\_%  
 Date \_\_\_\_\_

**REPORT FROM PREVIOUS SCHOOL PRINCIPAL**

Name of School: .....

\* Attendance: .....

\* Punctuality: .....

\* Conduct: .....

\* Dress: .....

Other relevant information:

.....  
.....  
.....

Did the learner attend remedial classes?    Yes        No   

If yes, please specify.

.....  
.....  
.....

Signature of Principal: .....      School Stamp:

Kindly sign and return by fax to The Principal, **Islamic Educational Centre, Fax No.: 036-6330256** as soon as possible. Please note that information supplied by you will be used to determine the outcome of the application. Please take care that information supplied is correct and relevant.

**OFFICIAL USE ONLY**

**RECOMMENDATION BY SCHOOLPRINCIPAL**

Application Recommended

Application not Recommended

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

**RATIFICATION BY SCHOOL ADMISSION COMMITTEE**

Accept / Reject

Comment (if necessary)

1. \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_  
School Admission Committee

\_\_\_\_\_  
Date

6. **DECLARATION & CONSENT BY PARENTS/GUARDIANS**

I/We (delete as applicable) .....

Parents/guardians of (full names) ....., hereby:

- 6.1. Declare that the information submitted in this application form is true;
- 6.2. Undertake to ensure that my/our child/ward attends school regularly and should he/she be absent from school for any reason, to notify the Principal in writing within 24 hours, stating the reason/s for the absence in full;
- 6.3. Undertake to pay all school fees and sundries within 30 days of the invoice date, or to arrange for such payment if another party is responsible for these fees; the school's fees being payable over ten months per annum.
- 6.4. Undertake and accept that, should my/our child's/ward's fees fall into arrears, the school may withhold his/her report at the end of that term and refuse to admit him/her at the start of the subsequent term;
- 6.5. Accept that, once my/our child/ward has entered IEC, a clear term's written notice of withdrawal must be given to the Principal, if the parent wishes to terminate this contract for any reason and to withdraw the pupil prior to the final exit examination. If such notice is not given, a full term's fees, at the rate applicable for the next term in which the pupil would have been in the school, shall be paid in lieu thereof. Likewise, if the school elects for any reason to terminate this contract, then it may do so, on giving the parent/guardian a clear term's written notice of its decision to terminate the contract at the end of the term in question, at which time the parent must withdraw the learner.
- 6.6. Undertake to pay all costs incurred for damage done or losses caused by my/our child/ward to school property and books;
- 6.7. Agree that the Principal or his designates may act *in loco parentis* in the event of any injury or accident in which my/our child/ward may be involved;
- 6.8. Give my/our consent for the entire duration of my/our child's/ward's attendance at the school for him/her to take part in all and any extra-mural activities at IEC, whether conducted on the school's premises or otherwise, including but not limited to tours and excursions of general, vocational, educational, historic or scientific interest, games, sports and athletics.
- 6.9. Understand and accept that all activities mentioned in 6.8. shall be undertaken at my/our child's/ward's own risk and hereby undertake on behalf of myself, my spouse, my child/ward and my executors to indemnify, hold harmless and absolve the School Shura, the Principal, the School Staff and all other persons (whether employed by IEC or not) involved in such activities against and from all or any claims of whatsoever nature which may arise from any act of omissions, whether negligent or otherwise, in connection with any loss or damage to the property or injury to the person of my aforesaid child/ward in the course of or as a result of such activities.

Dated at .....this .....day of .....20.....

**SIGNATURE:** ..... **SIGNATURE:** .....

(Father) (Mother)

**AS WITNESS:** 1. .... 2. ....