

HOWICK HIGH SCHOOL

APPLICATION FOR ADMISSION



We invite you to apply for admission of your child as a learner at Howick High School using the attached application form.

Please note the following when completing and submitting the application form:

1. A hardcopy of this application form must be returned to the Howick High School office. Regrettably, we are unable to accept emailed or faxed submissions.
2. Copies of the following supporting documents must be attached to your application:
 - A copy of the applicant's most recent **school report**
 - A copy of the applicant's **UNABRIDGED birth certificate**. If you do not have an UNABRIDGED certificate, please make application at the local Home Affairs office and bring along a copy of your receipt, along with a copy of the ABRIDGED certificate if you have one. Once you receive your UNABRIDGED certificate, please remember to give us a copy.
 - **Proof of residential address** for the home at which the applicant resides, i.e. a copy of a utility bill or lease agreement. Please ensure that the bill is in the name of one of the parents/guardians of the applicant.
 - A copy of both **parent/guardian's ID documents**
3. **Grade 8 applications:** We recommend that your completed application form along with copies of the supporting documents are submitted by the 28th of February. Any forms received after this date will be added to the waiting list.

Whilst not compulsory, you are invited to book a 10-minute appointment for your child to meet with a member of the school management to enable them to learn more about Howick High School and ask any questions that they may have. These appointments take place on allocated dates during the months of February and March. Please telephone 033 330 2858 to book your appointment slot.

The Admissions Committee aims to have all responses to applications finalised by the end of May and will communicate responses via email – please ensure that the email address you have provided is correct and it is regularly checked. To ensure our email does not end up in your 'junk' or 'spam' folder, please add the email addresses admin@howickhigh.co.za and marketing@howickhigh.co.za to your safe senders list (or ensure that you regularly check these folders as well as your inbox).

4. **Grade 9 – 11 applications:** Applications for these grades can be submitted at any time. Applicants are asked to note that we will only be in a position to advise whether we are able to enrol the applicant if and when a place becomes available in that grade. Grade 10 applicants must include a Subject Choice form which can be found at the end of the application form. Please note that we are unable to accept applications for Grade 12.
5. Please ensure that numbers and letters are written clearly to ensure that we are able to make contact with you.
6. The completed application form and supporting documentation must be submitted in hardcopy to the Admissions Secretary in person at the school office in Amber Avenue, Howick.
7. Please note that submission of this application does not guarantee admission.
8. Queries can be made via telephone on 033 330 2858 or email to admin@howickhigh.co.za



Howick High School

AFFIX A HEAD
& SHOULDERS
PHOTO HERE

APPLICATION FOR ADMISSION

Year of Entry					Grade of Entry		Present Grade	
To start in term (Please tick)	1	2	3	4	Day Scholar		Boarder	

APPLICANT DETAILS

SURNAME: _____ FIRST NAMES: _____

GENDER: Male Female DATE OF BIRTH: _____

ID NUMBER: _____ HOME LANGUAGE(S): _____

PUPIL'S RESIDENTIAL ADDRESS: _____

PUPIL'S POSTAL ADDRESS: _____

PARENT/GUARDIAN'S DETAILS:

1) Title: _____ First Name _____ Surname _____

Tel: _____ Cell: _____ Email _____

Residential Address: _____

Postal Address: _____

Biological parent or guardian? _____ ID Number _____

Occupation: _____

2) Title: _____ First Name _____ Surname _____

Tel: _____ Cell: _____ Email _____

Residential Address: _____

Postal Address: _____

Biological parent or guardian? _____ ID Number _____

Occupation: _____

NAME OF APPLICANT'S PRESENT SCHOOL: _____

Has the applicant ever repeated a school year? _____ If yes, which grade? _____

What was the reason for repeating? _____

Does the applicant have a sibling(s) who currently attend Howick High? If yes, please advise:

Name and Surname	Current Grade	Year Started	School House

PLEASE PROVIDE FURTHER INFORMATION ABOUT THE APPLICANT UNDER THE FOLLOWING HEADINGS:

ACADEMIC (achievements, learning difficulties, etc.): _____

SPORT AND CULTURAL INTERESTS (participation, achievement, level of representation, etc.):

LEADERSHIP EXPERIENCE: _____

ARE THERE ANY OTHER FACTORS TO SUPPORT YOUR APPLICATION THAT YOU WOULD LIKE TO SHARE WITH US: _____

WE ARE UNABLE TO CONSIDER THIS APPLICATION UNLESS THE FOLLOWING DOCUMENTATION IS ATTACHED:

- A copy of the applicant's most recent school report
- A copy of the applicant's UNABRIDGED birth certificate
- Proof of residential address for the home at which the applicant resides, i.e. a copy of a utility bill or lease agreement.
- A copy of both parent/guardian's ID documents

I hereby apply for admission of the abovementioned child to Howick High School and acknowledge that submission of this application does not guarantee admission:

Signature _____ Date _____
(Father/Guardian)

Print Name _____

Signature _____ Date _____
(Mother/Guardian)

Print Name _____

By completing and submitting this application, parents/guardians agree that Howick High School may collect and store the information provided for the purposes of: processing enrolment applications, communicating with the applicant and contacting the school which the pupil previously attended to verify information. This completed application form and supporting documentation must be submitted to the Admissions Secretary in person at the school office in Amber Avenue, Howick. Emailed or faxed copies will not be accepted. Queries can be made via telephone on 033 330 2858 or email to admin@howickhigh.co.za

The following information is requested for marketing purposes only:

Are any family members a past pupil of Howick High? If yes, we would be most grateful if you could assist us to update our past pupil records by providing contact information:

Name and Surname	Class of :	Relationship to applicant	Email address or cellphone number

How did you learn about Howick High School? _____



To be completed by an applicant applying for enrolment into Grade 10 only.

Howick High School

SUBJECT CHOICES FOR GRADE 10

It is important to note that whilst we would like to accommodate every learner in all the subjects of their choice and will try to do this, this cannot be guaranteed due to constraints of staffing and class sizes. You will be advised as soon as possible of your Grade 10 subject package.

FIRST CHOICE SUBJECTS: Choose **ONE** subject from each of these “lines”. Circle or highlight the subjects of your choice.

LINE 2	LINE 3	LINE 4	LINE 5	LINE 6
Afrikaans	Maths	Geography	Accounting	Consumer Studies
isiZulu	Maths Literacy	History	Engineering, Graphics & Design	Geography
		Physical Science	Visual Arts	Physical Science
		Life Science	History	Life Science

SECOND CHOICE SUBJECTS: Choose **ONE** subject from each of these “lines”. Circle or highlight the subjects which would be your second choice, if your first choice is not available.

LINE 4	LINE 5	LINE 6
Geography	Accounting	Consumer Studies
History	Engineering, Graphics & Design	Geography
Life Sciences	History	Life Sciences
Physical Science	Visual Arts	Physical Science

NAME OF PUPIL: CLASS: NEW APPLICANT

PARENT'S SIGNATURE: DATE:

GRADE TUTOR: Your first choice has / has not been successful.

SIGNED: