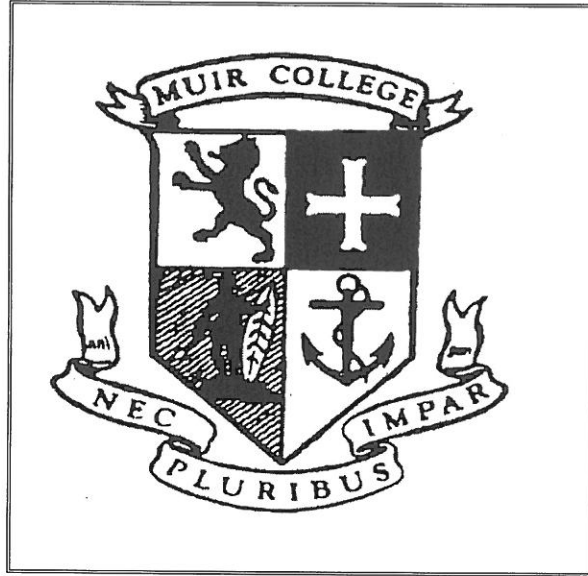


HOSTEL: ADMIN NO: GRADE:

MUIR COLLEGE
UITENHAGE



APPLICATION FOR ADMISSION TO SCHOOL
OF

.....
(PUPIL'S FULL NAMES)

FOR THE YEAR
2023

FOR OFFICIAL USE ONLY

PUPIL'S REPORT (December 2021 report)		I.D. OF MOTHER (if deceased a death certificate)	
REFERENCE		PROOF OF RESIDENCE	
PUPIL'S UNABRIDGED BIRTH CERTIFICATE		PROOF OF INCOME (both parents)	
PUPIL'S I.D. PHOTO		PROOF OF INCOME (other than parents)	
I.D. OF PAYEE		DEPOSIT RECEIVED * (ONLY IF/WHEN SON IS ACCEPTED)	
I.D. OF FATHER (if deceased a death certificate)			

1	PUPIL INFORMATION			
	Full Names			
	Surname			
	I.D. Number			
	Date of Birth			
	To be admitted in Grade			
	Age	Years	Months	
	Nationality			
	Population Group			
	Home Language			
	Number of Children in Family	Is pupil 1 st , 2 nd in family		
	Number of Children at Muir	Grade / s		
	Pupil Resides at: Address			
	Suburb			
	City /Town		Code	
	Pupil Resides with:	Mother	Father	Other
	Emergency Tel Nr.			
	Learners Cell Nr.			
	If not a SA please provide info			
	Immigrant Pupil / Passport No.			
	Study Permit No.			
	Permanent Residence Permit Nr.	Temporary Residence Permit Nr		

2	EMERGENCY CONTACT PERSON (other than parents)	
	Name	
	Surname	
	Residential Address	
	Suburb	
	City / Town	
	Telephone: Home	
	Work	
	Fax	
	Cell	
	Relationship to Learner	

3	PARTICULARS OF BIOLOGICAL FATHER		
(a)	Full Names		
	Surname		
	Address		
	Suburb		
	City / Town	Code	
	Occupation		
	Employer / Company Name		
	If DOE Schools Name		
	Employee No. / Persal No.		
	Income Tax No.		
	Physical Work Address		
	Suburb		
	Town	Code	
	Telephone: Home		
	Work		
	Cell	Fax	
	I.D. NUMBER		
	Marital Status	If remarried fill in page 5 section 3 (e)	
	E-mail address		

3	PARTICULARS OF BIOLOGICAL MOTHER		
(b)	Full Names		
	Surname		
	Address		
	Suburb		
	City / Town	Code	
	Occupation		
	Employer / Company Name		
	If DOE Schools Name		
	Employee No. / Persal No.		
	Income Tax No.		
	Physical Work Address		
	Suburb		
	City / Town	Code	
	Telephone: Home		
	Work		
	Cell	Fax	
	I.D. Number		
	Marital Status	If remarried fill in page 5 section 3 (f)	
	E-mail address		

3	PARTICULARS OF LEGAL GUARDIAN			
(c)	Full Names			
	Surname			
	Address			
	Suburb			
	City / Town		Code	
	Occupation			
	Employer / Company Name			
	If DOE Schools Name			
	Employee No. / Persal No.			
	Income Tax No.			
	Physical Work Address			
	Suburb			
	Town		Code	
	Telephone: Home			
	Work			
	Cell			
	I.D. NUMBER			
	Marital Status			
	E-mail address			

3	If Self Employed – Name of Business			
(d)	Business Address	Street		
		Suburb		
		City / Town		
	Postal Address	Box Number		
		Suburb		
		City / Town		
		City / Town		
	Work Telephone Number			
	Gross Yearly Turnover			
	Type of Business			
	Inception date:	From:	/	/
	Ownership Status	Sole Owner	Partnership	CC
	If a Pensioner indicate type of Pension	State	Private	Company
	Name of Pension Fund			
	Pension Number			
	Gross Yearly Pension			
	If Unemployed			
	UIF Unemployment Number			

3	PARTICULARS OF STEPMOTHER		
(e)	Full Names		
	Surname		
	Address		
	Suburb		
	City / Town	Code	
	Occupation		
	Employer / Company Name		
	If DOE Schools Name		
	Employee No. / Persal No.		
	Income Tax No.		
	Physical Work Address		
	Suburb		
	City / Town	Code	
	Telephone: Home		
	Work		
	Cell	Fax	
	I.D. Number		
	Marital Status		
	E—mail address		

3	PARTICULARS OF STEPFATHER		
(f)	Full Names		
	Surname		
	Address		
	Suburb		
	City / Town	Code	
	Occupation		
	Employer / Company Name		
	If DOE Schools Name		
	Employee No. / Persal No.		
	Income Tax No.		
	Physical Work Address		
	Suburb		
	City / Town	Code	
	Telephone: Home		
	Work		
	Cell	Fax	
	I.D. Number		
	Marital Status		
	E—mail address		

3	Who is responsible for the payment of school fees? (Is it the father / mother or other)	
(g)	If you are a Legal Guardian, please indicate your relationship to the pupil Eg. Grandparents, Foster Parent(s), etc.....	
(h)	Is the pupil an adopted child?	
(i)	Is the Father an Old Muirite?	

4	BOARDING	
(a)	Do you wish your son to be admitted as a Boarder?	
(b)	From which date?	
(c)	Will he be attending boarding school for the first time?	

5	ACADEMIC INFORMATION	
(a)	Has your son ever required any remedial education?	
	If so, please specify:	
(b)	Has your son failed a Grade or been kept back?	
	If yes, please specify which grade(s).	

6	MOST RECENT SCHOOL		
(a)	Please supply the full name of the school most recently attended by your son.		
	School Address:		
	Suburb		
	Town / City	Code	
	School Telephone No.		
	Fax No.		
(b)	Last grade passed:		

7	RELIGIOUS DENOMINATION:	
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7.

8		MEDICAL AND PSYCHOLOGICAL HISTORY			
(a)	Medical Aid:				
	Name of Main Member:				
	Medical Aid Number:				
(b)	Does your son have any medical, psychological or any other condition which has affected his academic progress, behaviour or adjustment? Please elaborate:				
(c)	In the case of your son's illness, please state if you prefer any particular doctor or dentist in Uitenhage.	Doctor		Tel No.	
		Dentist		Tel No.	
(d)	Underline the illness(es) pupil has had:	Measles, Whooping Cough, Chicken Pox, Mumps			
(e)	Other most important illness(es) from which the pupil is suffering or has suffered.	(eg.) Asthma, Epilepsy etc			
(f)	Operation(s) pupil has had. Give date and nature of operation(s)				
(g)	Underline the illness(es) pupil has been immunized against:	Tuberculosis (B.C.G.), Diptheria, Whooping Cough, Tetanus, Measles, German Measles, Poliomyelitis			
(h)	Dexterity of Learner:	Right Handed:		Left Handed:	
		Ambidextrous:			
(i)	Social Grant	Yes		No	

9	EXTRAMURAL HISTORY AND ACHIEVEMENTS	
(a)	SPORT	
(a.1)	Does your son participate actively in a school sport(s) programme?	
(a.2)	If the answer is "NO" please specify the reason.	
(a.3)	Please specify the sport(s) in which he takes part and the level at which each is played (eg. Cricket – 2 nd Team, Rugby – EP Schools)	
(b)	Cultural and other activities. Please specify Societies, Clubs, Groups in OR out of school of which your son is a member, or in which he has shown an active interest.	
(c)	Leadership. If your son has been selected at some stage to play a leadership role at school or in a sport, society or club, please give details. (eg. Prefect, Captain, Chairman etc.)	
(d)	Awards. Please supply details of Prizes, Medals, Awards received by your son in and out of school.	
(e)	Special talents excluding Academics and Sport. If your son has any special talents (excluding sport and academics) which have revealed themselves STRONGLY. Please give details (eg. Art, Music etc.)	

10	GENERAL INFORMATION	

UNDERTAKING BY PARENTS / GUARDIANS

1. I / We hereby apply to have the child whose name appears on this form as a learner at MUIR COLLEGE and confirm that he / she complies with the basic criteria.
2. I / We hereby certify that I / we have legal custody and / or guardianship in respect of the above named learner.
3. I / We undertake to adhere to the school rules and disciplinary code and to the various alterations in the rules and disciplinary code that may be made from time to time.
4. I / We understand and confirm that the Principal or any person duly authorised, will act in *loco parentis* in any matter and at any time during which I /we have entrusted our child to the care of the school. From start to the end of the school day and 1 hour after sport or event.
5. I / We understand that while every reasonable effort will be made to prevent losses or damage to learner's clothing and equipment, the school cannot be held liable for such.
6. I / We undertake to reimburse the school for any damage to school property that may be caused by our child.
7. I / We jointly and severally undertake to pay school fees and we/I understand the following
 - a. The annual school fees will be a **compulsory** sum of R19 700 pa for 2022 as adopted by the majority of parents at the AGM. (2023 fees not yet available)
 - b. The annual hostel fees will be a **compulsory** sum of R39 700 pa for 2022.
 - c. School fees are payable in advance and are due on the first day of school.
 - d. Our payment options are as follows:
 - i. Fees can be paid in full
 - ii. Fees can be paid quarterly in *advance* at the **beginning** of each quarter.
 - iii. Fees can be paid off in 10 equal monthly instalments (Jan – Oct)
 - e. A deposit of **R3800 (school)** or **R7600 (school & boarding)** is requested when your son has been accepted. This amount will be deducted from the compulsory annual fees and credited to the **last Term** fees.
 - f. In terms of family law, **parents are jointly and severally liable** for the payment of the school fees irrespective of their marital status.
 - g. In the event of non-payment of school fees the school will sue both parents irrespective of maintenance and court orders which may exist between the parties.
 - h. In terms of Section 39 of the South African Schools Act, the parties to this form are liable to pay compulsory school Fees.

- i. In terms of Section 40 and 41 of the South African Schools Act, the school may enforce the payment of these compulsory fees.
 - j. The parties to this application, undertake to pay all legal costs, including attorney / client fees and collection costs incurred by the school in the event of the school having to take legal action for the recovery of school fees;
 - k. Fees are due and payable at the end of each month.
 - l. Parents who are unable to pay school fees may apply for exemption of these fees.
 - m. The school may hold and process by computer or otherwise any information obtained about the parents as a result of their liability for school fees.
 - n. The school may conduct a credit enquiry and/or credit information search about the parents with a credit information bureau, persons acting as their agents and / or credit grantors.
 - o. The school may transmit details of how the parent/s have performed in meeting their obligations in terms of their school fee obligations and share such information with other credit grantors for the purpose of making any credit risk management related decisions.
 - p. If Parents/s fail to meet their school fee obligations the school may record the Parent/s non-performance with a credit information bureau. Any information conveyed to a credit information bureau will be available to other credit grantors and used in making credit risk management related decisions.
 - q. Should there be a dispute on your statement of account please notify the Bursar in writing
 - r. Financial records and agreements are only available in English.
8. I / We undertake to give **one terms** notice in writing of any intention to remove my/our child from the school and furthermore to return any books and/or equipment belonging to the school which our child may have. This agreement will exist until the learner/pupil leaves the school and all outstanding fees are paid up.
9. I / We agree that our child be permitted to undertake group Edumetric and Psychometric tests which have been approved by the Director of Education.
10. I / We agree that if our child is over the compulsory school-going age (15 years) he/she will attend school regularly and **will only be absent for medical reasons.**
11. I / We understand that the school reserves the right to verify all information supplied to them via this application. In the event of fraudulent documents submitted, the school reserves the right to lay a criminal charge of fraud against any of the parties to this application.
12. I / We accept responsibility for immunizing our child / children against contagious diseases and normal infections, and shall produce proof thereof if required to do so.

- 13. I / We accept the responsibility of the pupil's transport to and from the school;
- 14. I / We undertake to inform the principal of our child's / children's absence from school. Parents / guardians declare that they are prepared to produce a doctor's certificate if and when required;
- 15. I / We undertake to support the school's constitution and policy of admission, as defined and implemented by the Governing Body of the school.
- 16. I / We understand that smoking in school uniform and the abuse of any drug or alcoholic beverage is an infringement of the critical school rules and will not under any circumstances be tolerated.
- 17. The signatory hereto hereby chooses *domicillium citandi et executandi* as indicated below. In the event of a change of address, parents are to notify the school in writing.
- 18. This commitment in its entirety will be valid from the day on which it is signed by the parent / guardian to the day on which the pupil officially leaves the school.
- 19. I / We accept on behalf of our son(s), the school and hostel rules as set out in the General Code of Conduct, and any disciplinary action that may be taken by the school arising from offences within the framework of the rules.
- 20. I / We acknowledge that completion of this form does not necessarily imply confirmation of our son(s) acceptance at Muir College. (This will be done by letter from the Headmaster).

I/we declare that the information given in this application is correct and true.

The parent / guardian declares that he / she is the legal guardian of the child and is entitled to sign this document, and shall be bound hereto both as parent / guardian, and in his / her personal capacity.

ADDRESS: The signatory hereto hereby chooses *domicillium citandi et executandi* (official address) as:

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DECLARATION : PARENT

Ihereby declare that the information which I have recorded in this form is true and correct and by my signature below, I give the Chairman of the School Governing Body or his designate, permission to check and confirm any of the details listed by me. I understand that should any of the information supplied by me is found to be false; action may be taken against me as in point 11 above.

Signed on this day of 20.....

.....
SIGNATURE

N.B.: APPLICATIONS WILL ONLY BE CONSIDERED IF ACCOMPANIED BY THE DOCUMENTS MARKED WITH AN ASTERISK (*)

- * Proof of residence in our feeder area (Lights and Water account)
 - * The learner's December 2021 school report
 - * Proof of **guardianship** if you are the legal guardian.
 - * One recent ID- size photograph of the learner, to be attached to this form (x 2 for boarders)
 - * A CERTIFIED copy of the learner's **Unabridged Birth Certificate**.
 - * Copies of **both** parent's / guardian's ID document
 - * The transfer card from the previous school (only once accepted)
 - * Proof of income.
- a) If employed, certified copies of recent salary slip of BOTH parents
 - b) If **unemployed** a letter from the **Department of Labour** indicating your last date of employment
 - c) If **self employed** a copy of the last **audited** Income Statement or a letter from SARS indicating your income.

SIGNATURE -

PARENT 1 / GUARDIAN

SIGNATURE -

PARENT 2 / GUARDIAN

DECLARATION : NON-PARENT

I, the undersigned undertake to legally bind myself to paying school fees due for learner during schooling at Muir College Boys' High School and any affiliated Primary section as a guardian other than the parent listed on this form

Signed on this day of 20.....

.....
SIGNATURE

.....
WITNESS