



HERBERT HURD PRIMARY SCHOOL

Willet Street, Newton Park

Telephone: 041 3641051 Website: www.herberthurd.co.za

Email: info@herberthurd.co.za

APPLICATION FOR ADMISSION

Name of Learner:

Declaration to be signed by both parents or legal guardian, and the parent responsible for paying the school fees: I hereby apply for admission to Herbert Hurd Primary School for the learner named above. I agree that he/she will be bound by, and undertake to ensure that he/she will conform to all the rules and regulations of the school in force as at this date or as may be amended from time to time. Herbert Hurd Primary School is a declared FEE PAYING SCHOOL in terms of the relevant legislation and **that by enrolling your child at the school, you are accepting an obligation to contribute financially towards the education he/she receives.** I/We understand that the **payment of fees is compulsory** and undertake to pay school fees monthly over an eleven month year (end January to end November each year) or annually in advance (before end February). I/We hereby accept personal responsibility for the punctual payment of such school fees. Should my fees remain unpaid for a period of 60 days or longer I understand that should legal action be taken against me for the recovery of fees, I will be liable to pay all legal costs on the scale of Attorney and Own client, including collection commission. In conclusion, I/we hereby give permission according to the POPI Act that all information declared be checked and confirmed. A term's written notice of intention to transfer is needed. Failure to comply with this will result in a parent being liable for three months' school fees.

I choose as my *domicilium* (residential address) *citandi et executandi*.....

I undertake that, upon removing the above learner from the school to give at least one (1) term's notice in writing to the Principal or in default thereof, to pay one term's fees in lieu of such notice.

Date:..... Signed..... Father/Guardian

Signed..... Mother/Guardian

Signed..... Account Payer
(legally liable for payment of school fees – please attach all identification documents)

FOR OFFICE USE ONLY:

ADMIN NO: _____

Accepted:	Yes	No	Grade: _____	Room No: _____
Deposit Paid:	Yes	No	Date Paid: _____	Receipt No: _____
Package sent:	Yes	No	1 2 3 4 5	
Captured on SASAMS/D6:	Yes	No		
Cum Card requested:	Yes	No	Date: _____	
School House (please underline):	Albury	Chapman	Kennersley	Weymouth
Older brother/sister presently at Herbert Hurd	Yes	No		

LEARNER INFORMATION

Surname of Learner:

First Names:Initials:.....

Preferred Name: Gender: Date of Birth:

Citizenship: ID Number:.....

Race: (required by Department of Education) Religion:

Home Language:..... Present school:

Present Grade:..... Application for Grade:

Dexterity of Learner: Medium of instruction at present school:

Learner resides with: Both parents Father only Mother only Guardian

Any of the learner's parents deceased? (please underline which, if applicable) Father Mother

Is learner registered to receive a Social Grant:.....

Do you wish your child to participate in the School's Extra Mural Programme:.....

If so, list below: **(NOT APPLICABLE TO GR. 1)**

	Sport	Cultural
Summer:
Winter:

Is your son/daughter interested in taking Music Lessons? **(NOT APPLICABLE TO GRADE 1)**.....

If so, which instrument:.....

Older brother or sister presently attending Herbert Hurd:

Name:Grade: Room Number:

Position in Family (No. of Children):.....

School House (please underline): ALBURY CHAPMAN KENNERSLEY WEYMOUTH

Parent an ex Herbert Hurd learner: Yes No Year:

DECLARATION BY LEARNER'S PRESENT SCHOOL

I/We declare that all fees due in respect of
(Learner's full names)

Annual Fees		Paid in Full (Yes/No) for the year	
	Still Outstanding for the year	R	

Principal's Signature:

School stamp:

Date:

School Contact No:

**YOUR APPLICATION WILL ONLY BE CONSIDERED IF THE FOLLOWING ITEMS
ACCOMPANY THE APPLICATION FORM**

1. Copy of latest report. *(Not applicable to Grade 1)*
2. Certified copy of both parent's identity documents.
3. Certified copy of Birth Certificate.
4. One recently taken passport-size photograph.
5. Certified copy of Clinic Card.
6. Certified copy of proof of address.
7. Copy of Divorce Agreement (if applicable) regarding payments of school fees.
8. Certified copy of guardianship (if applicable).

We regret that no copies of documents will be made at the school.



