

Application for School Enrolment

Year of enrolment			Male	
Grade			Female	

1. Personal details of the child:

Surname				
First name		Preferred Name:		
Date of birth	year	month	Date	ID [if available]
Place of birth			Citizenship	
Home Language			Study permit No.	
Other Languages				
Church Relation				
Previous schools attended				
School 1		Address		Tel/Cell No:
				Grades
School 2		Address		Tel/Cell No:
				Grades
Grades repeated, if any:				
Brothers or sisters studying at Berg-Op Academy				
Name :			Grade	
Name :			Grade	

*NB: Subject Choice

Grade 8 <ol style="list-style-type: none"> 1. Afrikaans 1st Language/German 1st Language 2. English 2nd Language/English 1st Language 3. Mathematics 4. Physical Science 5. Life Science 6. Geography 7. Accounting 8. Computer Studies 	Grade 9 & 10 <ol style="list-style-type: none"> 1. Afrikaans 1st Language/German 1st Language 2. English 2nd Language/English 1st Language 3. Mathematics 4. Physical Science 5. Life Science 6. Geography 7. One of: Accounting/Computer Studies
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- If the number of learners is too small in a group, learners have to change their choice.

Grade 11 & 12	
1. Afrikaans 1 st Language	2. Mathematics
3. English 1 st or 2 nd Language	4. Biology/Computer Studies
5. Physical Science/Business Studies	6. Accounting/Geography

Circle subject of choice at 4, 5 and 6

***In all the subjects, except Computer Studies, the learner has a choice between Ordinary Level and Higher Level. For SA universities, a learner should have 4 subjects on Higher Level (one has to be a first language.)**

2. Personal details of the parent(s)/guardian(s):

Father/Guardian	Mother/Guardian
Surname:	Surname:
First names:	First names:
Preferred names:	Preferred names:
ID No:	ID No:
Tel no: [h]	Tel.no: [h]
Cell no:	Cell no:
Postal address:	Postal address:
Residential address:	Residential address:
Profession:	Profession:
Employer:	Employer:
Position:	Position:
E-mail address: -----	
E-mail address:	

3. Person responsible for the account:

Name:		Postal address	
Financial references:		Cell.no: _____	
1. _____		Cell.no: _____	
2. _____			

***School fees & Registration fees for 2016/17** (over 12 months)

We will make an adjustment to the school fees after the budget meeting with parents in February.

***Registration fees must be paid on registration day. Registration fee is a non-refundable. [This amount is paid once at the beginning of each year]**

Registration fee for Pre-primary: N\$ 500.00 per learner
 Registration fee for Grade 1 – 12: 1st child: N\$ 3 000.00
 2nd child: N\$ 2 850.00
 3rd child: N\$ 2 700.00

School fees for the period: 1 March 2016 – 1 February 2017 [per month]

	Pre-Primary (whole month)	Primary School	Secondary School
1 st Child	N\$ 1 035.00	N\$ 2 530.00	N\$ 3 110.00
2 nd Child	N\$ 1 035.00	N\$ 2 410.00	N\$ 2 960.00
3 rd Child	N\$ 1 035.00	N\$ 2 290.00	N\$ 2 820.00

***NB: One month's discount will be given if the year's school fees are paid in full before the end of March. This is only applicable to one child/eldest child.**

4. Medical information

Family doctor/practice		Tel/Cell.no:
Physical disabilities or illness the school should be aware of. Kindly elaborate:		
Known allergies		
Who should be contacted if your child feels ill?		
Name:	Cell no:	
Other family/friends not from same household		
Name:	Relation:	
Address:	Tel/Cell. no:	
Confidential information we should know about:		
Relevant medical aid scheme	Medical aid number:	

5. Sport/Cultural achievements

Kindly name preferences and achievements in sports/culture

6. Supplementary Services

Please indicate if you would <i>be interested</i> to make use of the following services. (This is only a survey and is not guaranteed).		
Accommodation facilities [hostel]	Yes	No
Afternoon care facilities [from after school until 17:00]	Yes	No
Pre-primary		
Grade 1 – 12		

7. Kindly attach the following:

1. Certified copy of the birth certificate/passport of the learner.
2. Proof of residential/work address of person responsible for the account.
3. Copy of the study permit if applicable.
4. A copy of most recent school report or pre-primary school assessment.
5. Recent photo of the applicant.
6. Copy of recent therapy report of child's development [Physically/mentally etc.] if applicable

8. General Information:

1. This application does not guarantee placement in the school, nor does the date of application indicate any specific order of priority.
2. **Please note: Medium of instruction for Pre-primary and Grade 1 to Grade 3 is Afrikaans.** As from Grade 4 medium of instruction is English
3. Acceptance for enrolment will be determined after completion of a school readiness test [Grade 1] or admission test [higher than Grade 1]
4. Collateral information will be obtained from previous schools in order to determine the learner's general behaviour and academic achievements.
4. The applicant and his/her parents may be interviewed.
5. The applicant must be proficient in the language of instruction at the school.
6. **We/I accept the Christian Values on which the teaching in this school is based.**

9. Declaration by parents or guardian:

I have read and understood the content of this application form and all information supplied by me is correct. I have omitted no relevant information. I further undertake to submit my child and myself to the rules and regulations as set by the School Board and school.

Father/Guardian: Name: _____ **Signature:** _____

Date: _____

Mother/Guardian: Name: _____ **Signature:** _____

Date: _____