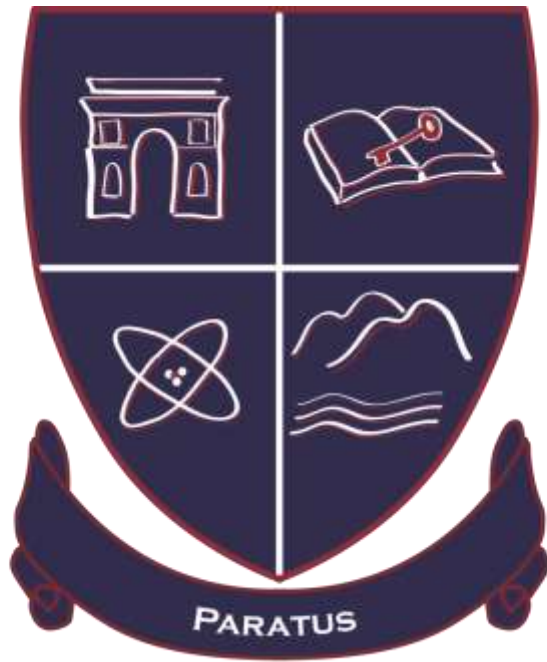


Enthusiasm  
Hard Work  
Discipline  
Honesty  
Respect  
Trust



# THE MOUNTAIN CAMBRIDGE SCHOOL

*“Real World Ready”*

## APPLICATION FORM 2023

LEARNER'S NAME: \_\_\_\_\_

DATE OF APPLICATION: \_\_\_\_\_

GRADE APPLIED FOR: \_\_\_\_\_ TERM: \_\_\_\_\_ YEAR: \_\_\_\_\_

CURRENT GRADE: \_\_\_\_\_

STARTING DATE: \_\_\_\_\_



Cambridge International School

## SUPPORT DOCUMENTATION

Please ensure that the following are included with this application:

- 2 ID photos
- Immunisation / clinic card (**Pre-primary – Grade 1**)
- Study permit where applicable
- ID documents of both parents
- Birth Certificate / ID Document of student
- Proof of residence i.e. utility bill
- Most recent school report and most recent therapeutic reports where applicable
- Non-refundable application fee of **R300 per application**
- The **Confidential Assessment Form** email from your child's current / previous school, confirming that all fees are fully paid and up to date.
- A **Credit Check**, in order for Mountain Cambridge School to ascertain your propensity to pay for school fees and other goods and services (your written consent is required for this)

### SECTION A: LEARNER'S DETAILS

Surname: \_\_\_\_\_ First Name/s: \_\_\_\_\_

Preferred Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender:  M  F

Identity No.: \_\_\_\_\_ Home Language: \_\_\_\_\_ Religious Denomination: \_\_\_\_\_

Learner's Cellphone Number: \_\_\_\_\_

*For foreign learners only*

Passport No.: \_\_\_\_\_ Date of first entry into SA: \_\_\_\_\_

Residential Address:

Last school Attended: \_\_\_\_\_

Siblings at Mountain Cambridge School:

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Allergies or Medical Alerts (if any): \_\_\_\_\_

Medical Aid: \_\_\_\_\_ Members Number: \_\_\_\_\_

Doctors Name: \_\_\_\_\_ Doctors' Telephone Number: \_\_\_\_\_

**(The emergency contact should be a family member or friend that we can contact if we are unable to locate the learner's parents)**

Emergency Contact Name and Number: \_\_\_\_\_

Relationship to learner: \_\_\_\_\_

**SECTION B:**

**PARENT/S, GUARDIAN OR PERSON/S RESPONSIBLE FOR EDUCATION OF LEARNER**

<b>GAURDIAN 1'S DETAILS</b>	Title			Relation to learner		
	Full Name & Surname					
	ID Number					
	Residential Address					
	Is Learner's home?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Is legal guardian?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Telephone	<b>(H)</b>		<b>(W)</b>		<b>(C)</b>
	Occupation			Marital Status		
	Employer					
	E-mail address					
	Communication required	Email <input type="checkbox"/>		WhatsApp <input type="checkbox"/>		School reports <input type="checkbox"/>
<b>SIGNATURE</b>						

<b>PARENT 2'S DETAILS</b>	Title			Relation to learner		
	Full Name & Surname					
	ID Number					
	Residential Address					
	Is Learner's home?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Is legal guardian?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Telephone	<b>(H)</b>		<b>(W)</b>		<b>(C)</b>
	Occupation			Marital Status		
	Employer					
	E-mail address					
	Communication required	Email <input type="checkbox"/>		WhatsApp <input type="checkbox"/>		School reports <input type="checkbox"/>
<b>SIGNATURE</b>						

**NOTES:**

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## SECTION C:

## SCHOOL FEES 2023

LEVEL	ANNUALLY	TERMLY x 3 Jan/May/Sept	MONTHLY x 10 Jan - Oct
Grade 000	R 35 795	R 11 935	R 3 675
Grade 00	R 47 980	R 16 000	R 4 930
Grade R*	R 57 215	R 19 075	R 5 870
Grades 1* - 6	R 74 320	R 24 785	R 7 630
Grade 7	R 77 715	R 25 915	R 7 975
LSL (Grade 8)	R 81 755	R 27 255	R 8 390
IGCSE (Grade 9 & 10)			
AS (Grade 11 & 12)	R 91 180	R 30 405	R 9 355

\*Gr 000 to Gr 1 tuition fees include Manners4Minors fees

**The following discounts apply:**      5% Sibling Discount for 2<sup>nd</sup> child and 10% Sibling Discount for 3<sup>rd</sup> child  
7% Discount if Fees are paid annually in advance before 30<sup>th</sup> November  
5% Discount if Fees are paid annually in advance before 31<sup>st</sup> January

LEVEL	7% Discount Before 30 <sup>th</sup> November	5% Discount Before 31 <sup>st</sup> January
Pre-Primary *		
Gr 000	R 33 295	R 34 010
Gr 00	R 44 620	R 45 580
Grade R*	R 53 210	R 54 360
Grades 1* - 6	R 69 115	R 70 600
Grade 7	R 72 275	R 73 835
LSL (Grade 8)	R 76 035	R 77 675
IGCSE (Grade 9 & 10)		
AS (Grade 11 & 12)	R 84 780	R 86 630

**Additional costs:****Non-Refundable Acceptance Fees**

Pre-Primary	R 3,500.00 - Once off Per Registration
Primary School	R 3,500.00 - Once off Per Registration
High School	R 5 000.00 - Once off Per Registration

**Annual Payments (Each year)**

Pre-Primary - Grade 7: Annual Registration Fee	R 1 275
Pre-Primary - Grade 7: Classroom Resource Fee	R 1 620
Grade R - Grade 7 - Computer Levy	R 930
<b>Subtotal:</b>	<b>R 3 825</b>

Please note:

**School fees are compulsory and are payable strictly in advance. The following methods of payment are available:**

1. Annual tuition fees paid in full by the end of November for the following year: discounted by 7%
2. Annual tuition fees paid in full on the 31<sup>st</sup> January: discounted by 5%
3. Monthly tuition fees: due and payable on the first of every month over a 10 month period (Jan - Oct).
4. Termly tuition fees: due and payable on the first day of January, May and September.
5. **A full term's notice, in writing, or the equivalent fee in lieu thereof is required prior to the withdrawal of a pupil.**
6. All tours, school excursions and theatre outings are payable when advised of the event.
7. **The above School Fees EXCLUDE Cambridge external exams, some text books, stationery packs and private extra-murals. (The Cambridge External Exam Fees are quoted in £'s and are payable on exam registration at the rate of exchange.)**

**BANK DETAILS**

Account holder:	The Mountain Cottage School
Account Number:	1469021153
Bank:	Nedbank Brits
Branch Code:	187646
NB! Proof of payment to:	accounts@themcs.co.za
Reference on Payment:	<b><u>Oldest child in MCS's name and surname</u></b>

**SECTION D:**

**TERMS AND CONDITIONS: ENROLMENT FEE, TUITION FEES, LEVIES AND CHARGES**

*A non-refundable once off acceptance fee is payable per learner on acceptance of enrolment.*

*School fees are compulsory and are payable strictly in advance as per the attached Schedule of School Fees, payment options and extras.*

*All tours, school excursions and theatre outings are payable when advised of the event.*

**I (parent/guardian) also understand the following (in addition to the terms and conditions already accepted):**

1. I have legal custody and/or guardianship in respect of the above mentioned named learner/s and I am entitled to sign this document and shall be bound hereto both as parent/guardian and in my personal capacity.
2. In terms of family law, parents are jointly and severally liable for the payment of the fees irrespective of their marital status.
3. In the event of non-payments, the School may sue both parents irrespective of maintenance and or/court orders which may exist between the parties.
4. If fees are outstanding Mountain Cambridge School reserves the right to prevent the learner from writing exams, withhold reports, suspend learner or cancel enrolment with immediate effect.
5. All outstanding payments received will be applied firstly to the reduction of interest, tuition fees and fees in lieu of notice, and then the reduction of current fees.
6. Interest at prime bank rate will be charged on all overdue fees.
7. Payments returned by the bank for any reason will attract a surcharge of R100.00
8. The school shall be entitled to instruct its attorneys to attend to the collection of any overdue accounts and the parents shall be liable for all cost incurred.
9. A full term's notice, in writing, or the equivalent fee in lieu thereof is required prior to the withdrawal of a learner.
10. Statement updates will be issued to parents.
11. Should there be a dispute on your statement of account please notify the Administration Office in writing immediately.
12. This agreement falls under the definition of an Incidental Credit Agreement according to the National Credit Act.
13. The signatory hereto chooses *domicillium citandi et executandi* as indicated. In the event of a change of address, parents are to notify the Administration's Office in writing.
14. School fees are increased annually.
15. I 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 his application.

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

**Person responsible for account:**

**Full name:** \_\_\_\_\_

**ID Number:** \_\_\_\_\_

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

**Please indicate below which payment option you require. (Tick appropriate box)**

Monthly

Termly

Annually

**CREDIT CHECK**

**I hereby give permission to The Mountain Cambridge School to carry out a credit check so that the school may ascertain my/our propensity to pay for school fees and other goods and services.**

**Mr:**

**Signature:**

**Ms/Mrs:**

**Signature:**

**SECTION E:**

**TERMS AND CONDITIONS FOR ADMISSION**

This letter must be signed by the parent(s)/guardian(s) ("Parents"), confirming acceptance of the Terms and Conditions for Admission to Mountain Cambridge School ("School").

1. Admission to the School is at the discretion of the Executive Head or person delegated in the absence of the Executive Head.
2. The School deems good discipline a pre-condition to quality education. The Parents accept the disciplinary measures and procedures of the school as described in the Code of Conduct. The School may change and modify the code of conduct from time to time at its own discretion or as deemed necessary. A learner may not refuse any disciplinary sanction. The Parents may not interfere with disciplinary processes. The Parents may not prevent a learner in serving any disciplinary sanction issued. The Parents are obligated to accept the decisions of the Executive Head as final. The Code of Conduct is available for perusal. It contains an appeal mechanism in certain circumstances; however, it is not subject to approval and is not negotiable.

We, the Parents, accept the condition above.

\_\_\_\_\_  
**Parent Signature**

3. Learners who are more than two years than the average age of their grade will not be considered for enrolment.
4. Parents must provide information on known disabilities of the students.
5. Applicants must possess the required level of competence to cope with the School's curriculum. The School reserves the right to conduct a scholastic assessment prior to admitting the applicant. Should a scholastic assessment be required, this will be at the Parents' expense.
6. Applications will not be considered unless all the required documentation and information is provided.
7. The Parents accept and provide approval to the School for the Executive Head to arrange random drug tests at his/her discretion.
8. The School's medium of instruction is English.
9. The prospectus, constitution, rules, regulations and policies of the School is accepted unconditionally. Any complaints in regards with the aforementioned must be directed to the Executive Head in writing.
10. That learners are expected to attend all official School days including, School events which are deemed compulsory.
11. The School will undertake a credit check and may refuse acceptance or may charge an additional term's school fees to be held as a deposit and used in the event of a non-payment of School fees.

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

# INDEMNITY FORM

I/We the parent(s) / legal guardian(s) of: \_\_\_\_\_, hereby confirm the admission of the student named above to: The Mountain Cambridge School.

I/We hereby give permission for him/her to participate in recreational activities organised by the school including excursions outside of The Mountain Cambridge School grounds. Participation including but not limited to any sport-, cultural- and community service activities as well as school outings.

I/We accept that all reasonable precautions will be taken to ensure the safety and welfare of my/our child and that I/we shall be held responsible for the payment of medical and/or hospital accounts, where applicable, should any injury or loss be sustained by my child. I specifically indemnify The Mountain Cambridge School and its employees, its consultants and its staff against any claims under liability of whatsoever nature arising out of any injury, damage or loss sustained in pursuance of the aforesaid participation.

I cede my power as parent/guardian to the head of The Mountain Cambridge School, or in her absence, her representative.

As far as I/we know, my/our child is physically capable of participating in the various activities and he/she is in good health. However, the persons responsible should please note the following: (please state medical aspects that the staff should be aware of, eg. allergies, tendency towards abnormal bleeding, epilepsy, etc.)

I/W e agree that this indemnity shall commence on the date of signature hereof and shall remain in force and be of effect for the duration of the student's enrolment at the Mountain Cambridge school.

Signed at \_\_\_\_\_, on this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

**Parent/Guardians**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

**Witness 1**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Signature**

**Witness 2**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Signature**

## **APPLICATION INFORMATION**

### **CHECK LIST**

*Have you done the following:*

#### **Step 1**

Apply for Mountain Cambridge School

Submit MCS application form, including all the required documents

Admin fee R300

The Mountain Cambridge School Confidential Assessment Form

#### **Step 2**

Gr 000-3: The student is required to attend a visiting day.

Gr 4-AS2 / A level: The student is required to write an entrance examination.

#### **Step 3**

Attend personal interview (you will be contacted with date and time upon successful application)

#### **Step 4 (Successful applicants)**

Upon acceptance into Mountain Cambridge School you will receive an acceptance letter. You will be required to pay the once off, non-refundable acceptance fee (R5000 for High School, R3500 for Primary School) within 14 days of receiving the letter to reserve the space. Failure to pay this will result in your spot being forfeited.

**Congratulations! You are registered as an international student at The Mountain Cambridge School!**