

UNIT 15, HMA Court  
580 FELIX DLAMINI ROAD  
OVERPORT

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**APPLICATION FOR ADMISSION FORM: 2023 – GRADE 12**  
**TUTORING AND SUPPORT SERVICES**

(KINDLY FILL IN ALL DETAILS IN BLOCK LETTERS)

**LEARNERS PERSONAL DETAILS**

SURNAME:	FIRST NAMES:
RESIDENTIAL ADDRESS:	POSTAL ADDRESS:
TEL HOME:	DATE OF BIRTH:
CELL NO :	ID No:
EMAIL:	COUNTRY OF BIRTH:

**PARENT/GUARDIAN DETAIL**

	FATHER/GUARDIAN	MOTHER/GUARDIAN
SURNAME		
FIRST NAMES		
ID NUMBER		
MARITAL STATUS		
RESIDENTIAL ADDRESS		
POSTAL ADDRESS		
OCCUPATION		
TEL HOME		
TEL WORK		
CELL No		
EMAIL		
PERSON RESPONSIBLE FOR PAYMENT (Mark relevant column with a X)		

**LEARNERS SCHOLASTIC DETAILS**

NAME OF CURRENT/LAST SCHOOL	
GRADE & YEAR	

**ADDITIONAL DETAILS**

CONTACT PERSON	
TELEPHONE NO	
DETAILS OF PERMANENT ILLNESS/DISABILITY	
DETAILS OF PERMANENT MEDICATION	

**DOCUMENTS REQUIRED (Mark with X if attached)**

DOCUMENT	ATTACHED
Certified copy of Learners ID	
Successfully completed Grade 11 report	
Signed Code of Conduct	

**CHOOSE SUBJECTS TO BE TAKEN BY THE LEARNER**

SUBJECT SELECTION				
SUBJECT OPTIONS		PRICE R	Tick box to select	AMOUNT
Compulsory Subjects	English Home Language	3900		3900
	Afrikaans First Additional Language	4200		4200
	Life Orientation	2500		2500
Mathematics (choose only 1)	Mathematics	5200	<input type="checkbox"/>	
	Mathematical Literacy	3800	<input type="checkbox"/>	
Electives (Choose 3 electives – certain restrictions may apply)	Accounting	3800	<input type="checkbox"/>	
	Business Studies	3700	<input type="checkbox"/>	
	Computer Applications Technology **	3700	<input type="checkbox"/>	
	Life Science	4500	<input type="checkbox"/>	
	Physical Science	4500	<input type="checkbox"/>	
	History	3600	<input type="checkbox"/>	
<b>Total for Tutoring and Support Fees</b>				

\*\* All software required not included. Own laptop required. (Practical subject for SACAI fees)

## FEES STRUCTURE (SACAI FEES\* - SACAI has not yet announced the fee structure for 2023)

ITEM	AMOUNT
<b>1. Curriculum Costs – lump sum payment to ELITE on confirmation of admission. Excludes text books.</b>	<b>R7 500</b>
<b>2. Tutoring and Support Services - lump sum or monthly instalments</b>	<b>As per subject selection</b>
<b>3. SACAI Registration, moderation – lump sum amounts payable to SACAI</b>	
<b>(a) Payment 1 - Registration fees</b>	<b>R tba* per learner</b>
<b>(b) Payment 2</b>	
- Non language and non-practical Subjects	<b>R tba* per subject</b>
<b>PLUS</b>	
- Language and practical subjects	<b>R tba* per subject</b>
<b>4. Examination Fee - per subject</b>	<b>R tba* non-Lang/non-practical</b> <b>R tba* Language or practical</b>

### STANDARD AGREEMENT: TERMS AND CONDITIONS

1. SAS Education (Pty) LTD (2019/008024/07) trading as Elite Learning Centre (herein further referred to as ELC) sells educational products and services that includes but is not limited to tutoring services, study materials, educational programmes, exams, assignments and support and administrative services.
2. For the purposes of this agreement:
  - a. "Legal Guardian" shall mean (a) the parents of the learner, or (b) the person that has legal custody of the learner, or (c) the person who has undertaken to make payment for all amounts due to ELC in respect of the provision of products and services.
  - b. Tutoring is described as such instructions, actions or inactions carried out, with the intent to completing a particular task using a combination of different methods which includes but is not limited to supervised sessions, unsupervised sessions by the learner working on his/her own, group sessions, discussion sessions, one on one sessions, practical demonstrations, online lessons and pre-recorded video lessons.
  - c. "Term" shall mean the periods of time each year, as determined by the ELC, when the ELC is open for tutoring sessions.
3. The Legal Guardian undertakes to ensure compliance with any applicable requirements of the South African Schools Act, 84 of 1996 (as Amended) ("the Act").
4. Admission is at the sole discretion of the ELC.
5. The completion and submission of the admission form does not constitute admission of the learner or an agreement between ELC and the Legal Guardian. The agreement shall be deemed concluded and the admission of the learner confirmed only when it is signed by an authorised representative of ELC.
6. The ELC shall not be required to provide the Legal Guardian a copy of the signed agreement, unless, specifically requested to do so by the Legal Guardian.
7. The Legal Guardian shall be required to conclude a separate agreement for each academic year. The agreement shall subsist for a maximum period of 1 (one) academic year starting from the date of admission to the end of the academic year as determined by the ELC.

### TUTORING SESSIONS, ASSESSMENTS AND EXAMINATIONS

8. The Legal Guardian acknowledges that the total work to be done in terms of the syllabus will be completed through tutoring services offered by the ELC and by independent work done by the learner.
9. The number, timing and content of Tutoring sessions will be informed by internal norms, complexity of the material and the costs of tutoring sessions. Whilst requests for additional sessions from learners and tutors will be considered, the final decision on the number of tutoring session rests with the owner of the ELC.
10. The ELC may, at its discretion, for operational reasons, change the date and time at which specific items will be completed.
11. Attendance of tutoring sessions is at the discretion of a learner. The ELC does not maintain a record of attendance.
12. Where the learner misses scheduled tutoring or persistently arrives late for tutoring sessions or where in the opinion of the ELC staff the learner is not interested or diligent in the completion of tasks, the ELC may consider any or all such work not covered due to such absence or negligence as completed. The responsibility for ensuring the completion of such work is then that of the Legal Guardian.
13. The Legal Guardian acknowledges that assessment tasks must be completed within the given timeframe.
14. The Legal Guardian acknowledges that all internal examinations shall be administered on the premises of the ELC and at scheduled times.
15. The Legal Guardian acknowledges that the timeous completion of all the tasks requires the cooperation of the learner, the Legal Guardian and the staff of the ELC.

### FEES

16. The total costs to the Legal Guardian are made up as follows:
  - a. Curriculum costs;
  - b. Tutoring and support fees;
  - c. SACAI registration fees; and
  - d. Examination Centre fees (if applicable)
  - e. CAT / IT– Computer hire costs (if applicable)
17. The cost of the curriculum shall be paid in one lump sum amount within 7 days of the date of confirmation of admission. The cost of prescribed books is not included in the cost of the curriculum and is a separate cost to the parent.
18. The tutoring and support services is the total amount due for the academic year and that non-attendance by the learner, for whatever reason, shall not in any way diminish the Legal Guardian's responsibility to pay the total amount due.
19. The fees due for Tutoring and Support Services is subject to the following:
  - a. A maximum early bird discount of 2.5% of the fees due may be deducted provided that the full remaining amount due is paid by or on the 28 February 2021.
  - b. Fees are payable in equal monthly instalments ending in October 2021.
  - c. All fees must be paid in advance by the 7<sup>th</sup> of each month.
  - d. Only EFT payments are accepted.
  - e. Learner accounts will be charged the full bank charges for any Cash and Cheque deposits.

