

H. BANK ACCOUNT DETAILS

PRETORIA MAIN CAMPUS	BURGERSFORT CAMPUS	POLOKWANE CAMPUS
FNB BANK	FNB BANK	FNB BANK
Account Number 63129802559	Account Number 63128870721	Account Number 63129802070
Reference Number <i>your name and surname</i>	Reference Number <i>your name and surname</i>	Reference Number <i>your name and surname</i>

I. DECLARATION BY APPLICANT

- a) I Declare
- b) that prior to the date of enrolment, I familiarize myself with the contents of all learner rules and regulations (as contained in the Calender Book – Part I), as well as all College on Hills (COH) policies & procedures relating to learners.
- c) that for duration of my Studies at College on Hills (COH), I commit myself to compliance with all rules, regulations, policies and procedures the College on Hills (COH) Council or any authorised body or person may announce or amend from time to time; and which said rules, regulations, procedures from any part of my agreement.
- d) that I am completing & signing this undertaking & application for admission with full knowledge and permission of my parent / guardian.
- e) that all particulars as provided to College on Hills (COH) are True and correct, failing which my registration will be cancelled with immediate effect.
- f) that failure to attend lectures, tests, examinations or any other activity will not reduce my responsibility to pay the applicable fees in full. I am equally aware that College on Hills (COH) reserves the right to refuse the applicant to get timetable / write any examination until outstanding fees has been paid in full
- g) No refund will be made to any account of money deposited or paid into the school account in respect of registration, study materials or fees, if a learner attended class for more than 1 day he or she is not entitled to a refund of all fees paid.
- h) **No student shall attend any class** if he/she has **not paid** monthly installment fees by every **3rd** of the month.
- i) Over due amounts shall be subject to the interest at a rate of 5.5%, calculated from the date the amount is overdue till client pays.
- j) I hereby accept liability / accountability for the payment of all legal fees of College on Hills (COH), including attorneys fees as well as collection fees, if I should fail to honor any of my commitments with respect to payments.
- k) Withdrawal from/cancellation of course by the student or employer made/5 working days before commencement of the course - 100% of fees paid will be refunded **(excluding the registration fee and admission fee.)**
Withdrawal from/cancellation of course by the student or employer made 5 working days after commencement date of the course will incur - 60% of cancellation fee **(registration fee and admission fee are not refundable.)**
- l) Cancellation must be made in writing to College on Hills (COH) and we will respond to your letter within 15 working days
If refund should be made that will incur within 21 working days.
Cancellation of a course by the student/employer made 2 days after attending classes will have no refund. The learner will be liable for the full payment of the course. Failure to make the payment will result in College on Hills taking legal action against the learner to recover the total amount owed. Legal and collection costs will be paid by the learner/student.
- m) I am aware of the fact that enrolment is only valid if it complies with the regulations for the programme concerned not withstanding acceptance of this application by College on Hills (COH).
- n) I hereby denounce any possible action against the College on Hills (COH) and indemnify the College from any claim that may arise from the following , any loss of or damage to property, movable, including any consequential damage directly arising from damage to such property, any injury, illness or death, any event, incident or accident, any legal cost or expense relating to claims or lawsuits arising from the mentioned accident.

Signature of Applicant



COLLEGE ON HILLS

Department Of Higher Education Reg No: 2010FE07/106

ACADEMIC ADMISSION

Application Requirements (Irrespective of the qualification you are applying for, please submit the following):

1. Certified copy of your ID
2. Certified copy of your passport (for international students only)
3. Certified copy of your National Senior Certificate / equivalent
4. Certified copy of any qualification obtained, plus academic transcripts / latest results



Admission Form

Full-time, Part Time & Distance Learning

DEPARTMENT OF HIGHER EDUCATION REGISTRATION NO: 2010/FE07/106

UMALUSI FET NO : 00622 PA

Name & Surname :

Id/passport No. :

Course Registered :

Duration : 1 Year 6 Months 3 Months 18 Months

Date

Enrollment Year : Full Time : Part Time : Online Study or Distance:

Please mark Campus of your choice

Accommodation If Required

Pretoria Main Campus	<input type="checkbox"/>	MARK X	Pretoria	<input type="checkbox"/>
Polokwane Campus	<input type="checkbox"/>		Polokwane	<input type="checkbox"/>
Witbank Campus	<input type="checkbox"/>		Witbank	<input type="checkbox"/>
Burgersfort Campus	<input type="checkbox"/>		Burgersfort	<input type="checkbox"/>

CONTACTS

PRETORIA CAMPUS	WITBANK CAMPUS	BURGERSFORT CAMPUS	POLOKWANE CAMPUS	SECUNDA CAMPUS
012 442 5053 / 072 310 1806	013 516 0686 / 072 310 1806	013 516 0325 / 072 310 1806	015 547 0566 / 072 310 1806	Tel: 010 055 5115
Bothongo East Building 285 Francis Braad Str, Cnr Lilian Ngoyi, Pretoria Central	No. 30 Betty Street, Cnr Rhodes Street, Next to Protea Hotel	Cnr Marone & Riebbok Street Office 4, Khutso Building (Printex) Behind Old OK Furnitures Next to Department of Labour	95 Rissik Street Polokwane Central	Harwood Street Sanlaam Plaza, Shop 23 Seconds 2302

www.collegeonhills.co.za

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