



APPLICATION FOR ADMISSION - 2026

PLEASE COMPLETE WITH A BLACK PEN

DO YOU HAVE ANY LEARNERS CURRENTLY/PREVIOUSLY IN THIS SCHOOL?

Yes

No

Name of other learner(s) : _____

DATE: 23 MAY 2025

LEARNER INFORMATION

LEARNER

Full names: _____
Surname: _____
Preferred name: _____
Date of birth: _____
ID number: _____
Nationality: _____
Religious denomination: _____
Gender: ☐ Male ☐ Female
Ethnic group: _____
Home language: _____
Preferred tuition language: _____
Dexterity: ☐ Left ☐ Right ☐ Both
Learner mobile number: _____
Learner e-mail address: _____
Admission date: _____
Grade in 2026 : _____
Years in grade for 2026 : _____
Years in phase for 2026 : _____
Pre-primary education attended: ☐ Formal ☐ Informal
☐ Other: _____

Attach learner photo:



Method of transport: _____
Taxi/Bus registration number: _____
Name of driver: _____
Contact number: _____

NEXT OF KIN INFORMATION

Name: _____
Contact number: _____
Alternative contact number: _____
Relation: _____

OFFICE USE ONLY

Family code: _____ Waiting list: ☐ A ☐ B
Register class: _____ Number on waiting list: _____
Admission number: _____ ID copy: ☐
Application fee: ☐
Proof of residence: ☐
Birth certificate: ☐
Clinic card ☐

FAMILY INFORMATION

Family status: ☐ Both parents ☐ Single parent - Unmarried
☐ Foster care ☐ Childrens home ☐ Single parent - Divorced
☐ Other ☐ Re-composed ☐ Widow/Widower
Parents deceased: ☐ Mother ☐ Father ☐ None

LEARNER HEALTH INFORMATION

Chronic diseases: _____
Allergies: _____
Medication: _____

MEDICAL AID INFORMATION

Name: _____
Telephone number: _____
Member number: _____
Primary member: _____

FAMILY DOCTOR INFORMATION

Name: _____
Telephone number: _____
Business address: _____

INFORMATION OF PREVIOUS SCHOOL/PLAY GROUP/NURSERY

First registration of learner in Mpumalanga: ☐ Yes ☐ No
Learner attended school last year ☐ Yes ☐ No
If yes, in which Province/Country: _____
Previous school _____
Telephone Number _____
Address _____
Province _____
Highest grade in previous school _____
Reason for leaving the school _____

BIOLOGICAL PARENT / LEGAL GUARDIAN 1 INFORMATION

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Nationality: _____

Home language: _____

Marital status: ☐ Common law marriage ☐ Divorced
☐ Married ☐ Separated ☐ Single
☐ Widowed

Communication: ☐ SMS ☐ E-mail ☐ Mail ☐ By hand

Comm language: _____

Mobile number: _____

Home tel: _____

E-mail: _____

Is the learner living with this parent? ☐ Yes ☐ No

Residential address: _____

Postal address: _____

Occupation status: ☐ Own Employer Professional
☐ Own Employer Non-Professional
☐ House wife ☐ Part time
☐ Contract worker ☐ Pensioner
☐ Student ☐ Temporary
☐ Full time ☐ Unemployed

Occupation: _____

Employer: _____

Work telephone number: _____

Employer physical address: _____

BIOLOGICAL PARENT / LEGAL GUARDIAN 2 INFORMATION

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Nationality: _____

Home language: _____

Marital status: ☐ Common law marriage ☐ Divorced
☐ Married ☐ Separated ☐ Single
☐ Widowed

Communication: ☐ SMS ☐ E-mail ☐ Mail ☐ By hand

Comm language: _____

Mobile number: _____

Home tel: _____

E-mail: _____

Is the learner living with this parent? ☐ Yes ☐ No

Residential address: _____

Postal address: _____

Occupation status: ☐ Own Employer Professional
☐ Own Employer Non-Professional
☐ House wife ☐ Part time
☐ Contract worker ☐ Pensioner
☐ Student ☐ Temporary
☐ Full time ☐ Unemployed

Occupation: _____

Employer: _____

Work telephone number: _____

Employer physical address: _____

DECLARATION BY PARENT / GUARDIAN

I _____ (Name of Parent / Guardian) hereby declare that the information supplied in this form is true and just and that I, by way of my signature hereunder, authorise the Chairperson of the School Governing Body or his/her representative to control and confirm any of the details supplied. I am aware that should any information supplied be found not to be true, I may be liable to a criminal offence.

Signed at _____ on _____ day of _____ 20__.

Signature of Parent / Guardian : _____

ACCOUNTABLE PERSON'S INFORMATION☐ Biological Parent 1☐ Biological Parent 2☐ Other

Only if 'Other', please complete section A or B below:

A) INDIVIDUAL

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Home language: _____

Communication: ☐ SMS ☐ E-mail ☐ Mail ☐ By hand

Comm language: _____

Mobile number: _____

Telephone number: _____

Fax number: _____

E-mail: _____

Residential address: _____

Postal address: _____

B) COMPANY / CLOSED CORPORATION / TRUST

Title: _____

Name: _____

Registration number: _____

Comm language: _____

Contact number: _____

Fax number: _____

Business address: _____

Postal address: _____

BANKING DETAILS

Bank: _____

Branch: _____

Branch code: _____

Account type: ☐ Cheque ☐ Transmission ☐ Savings

Bank account number: _____

Account holder: _____

SCHOOL FEES STRUCTURE FOR 2025

ANNUAL REGISTRATION FEE:

Grade R - Grade 1: R 1700.00 (incl. stationery - not books) & Grade 2 - 7: R 950.00

PER MONTH (JANUARY TILL NOVEMBER)

Grade R: R 2 500.00 Grade 1 - 2: R 2 700.00 Grade 3: R 2 800.00 Grade 4 - 7: R 3 100.00

PER TERM (LESS 2,5% DISCOUNT ALREADY APPLIED)

Grade R: R 6 700.00 Grade 1 - 2: R 7 240.00 Grade 3: R 7 510.00 Grade 4 - 7: R 8 310.00

PER SEMESTER (LESS 5% DISCOUNT ALREADY APPLIED)

Grade R: R 13 060.00 Grade 1 - 2: R 14 110.00 Grade 3: R 14 630.00 Grade 4 - 7: R 16 200.00

PER ANNUM (LESS 7,5% DISCOUNT ALREADY APPLIED)

Grade R: R 25 440.00 Grade 1 - 2: R 27 470.00 Grade 3: R 28 490.00 Grade 4 - 7: R 31 545.00

AFTER CARE (FULL WEEK)

Grade 1 - 7 Monthly: R740.00 Per Term: R1 985.00 Per Semester: R3 870.00 Per Annum: R7 530.00

FEE AGREEMENT:

SCHOOL FEES CAN BE PAID IN THE FOLLOWING WAYS:

1. Monthly: Pay full fees in advance by the 7th of each month
2. Per Term: Pay term invoice within 7 days of invoice date - Due dates: January 7, April 7, July 7, October 7
3. Per Semester: Pay semester invoice within 7 days of invoice date - Due dates: January 7, July 7
4. Per Year: Pay full fees within the first week of the new school year
5. Annual Registration fee: *Payable by new students on registration* & *Payable by old students at the end of November each year*
- Non-refundable-

OPTION FORM - I WISH TO BE INVOICED AS FOLLOWS (PLEASE TICK BOX 1, 2, 3 OR 4):

- ☐ Per Month
☐ Per Term
☐ Per Semester
☐ Per Annum

IMPORTANT UPDATE: 2026 SCHOOL FEE STRUCTURE

Please be advised that the school fee structure for 2026 has not been finalized yet, pending discussion and approval at the next board meeting. The current application still reflects the 2025 fees. We anticipate a modest increase in fees for 2026, and we will communicate the updated structure to you once it is confirmed. Thank you for your understanding.

PERMISSION / CONSENT TO TAKE PART IN ALL ORGANISED ACADEMIC, SPORT AND CULTURE ACTIVITIES

1. I, parent / guardian of _____ hereby give permission that he/she may participate in all academic, sport and culture activities presented by the school in an organised manner. To participate in tests conducted by the school support team with the object of improvement in school work and to identify other problems.
2. I grant permission that my child may be transported by a public bus company approved by the school management. If there is only a small group of learners that needs to be transported, parents / teachers with valid drivers licences may be asked to transport them.
3. I accept that all reasonable precautions will be taken for the safety and wellbeing of my child and that I will be held responsible for the payment of the medical and / or hospital fees if enforced upon, in case of an injury which cannot be ascribed to the responsible personnel's coarse negligence.
4. I hereby delegate my powers as parent / guardian to the Principal of the school or representative if medical or surgical treatment may be needed for my child. As far as I know, he/she is physically able to participate in any organised activities and resides in good health.
5. I confirm that all medical information supplied in the Learner Information section of this form is accurate and complete. This information may be used in case of an emergency.
6. I undertake to inform the school if any of the above information may change.
7. I undertake to support my child to obey the Code of Conduct and the disciplinary system of Highlands Private School as included in the Policy of the school.
8. I hereby confirm that the school is allowed to use imagery of my child in any publication, in any format.

Signature of Parent / Guardian: _____

Date: _____

INDEMNITY

I/We the parents of/I the guardian of _____ (name of learner) indemnify unconditionally and without restriction Highlands Private School and/or the shareholders of Highlands Private School or any person employed by Highlands Private School or any person acting on behalf of Highlands Private School against any losses, claims, injury or death that may be caused to the above learner by virtue of his or her use of any of the facilities provided by Highlands Private School.

Signed at _____ on _____ day of _____

Signature of Parent / Guardian : _____