

**BRILLIANT MINDS ACADEMY (PTY) LTD**  
**APPLICATION FORM**

**A: PERSONAL DETAILS**

TITLE:       Mr     Mrs     Miss

SURNAME:     

FULL NAMES:     

DATE OF BIRTH     

ID/PASSPORT NO:     

MARITAL STUTUS:     Single     Married     Divorced     Windowed

HOME LANGUAGE:     

NATIONALITY:     

POSTAL ADDRESS:     

Code:     

PHYSICAL ADDRESS:     

Code:     

CELLPHONE NO:     

HOME TEL NO:     

WORK TEL NO:     

E-MAIL ADDRESS     

**B: DETAILS OF COURSE REGISTERED FOR**

NAME OF COURSE     

CERTIFICATE     DIPLOMA               SHORT COURSE     Other\_\_\_\_\_

1 Year             6 Months             4 Months

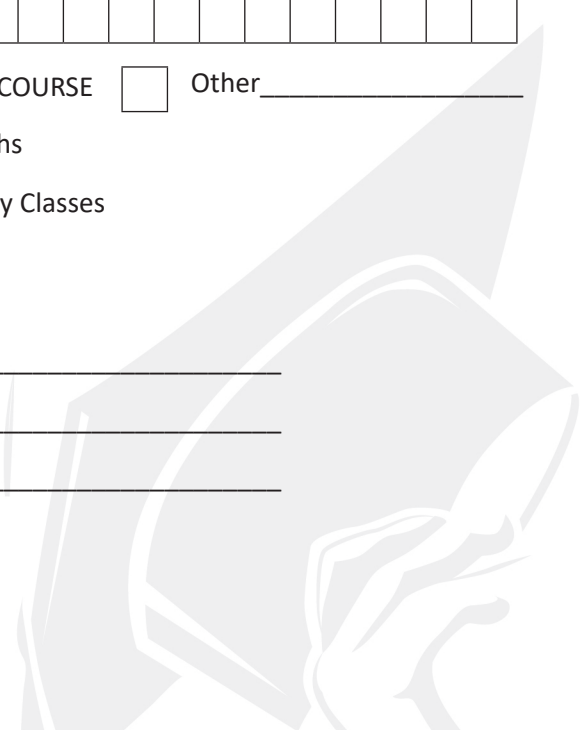
Full Time         Evening Classes     Saturday Classes

SUBJECTS

1) \_\_\_\_\_ 4) \_\_\_\_\_

2) \_\_\_\_\_ 5) \_\_\_\_\_

3) \_\_\_\_\_ 6) \_\_\_\_\_



### **C: INFORMATION OF PREVIOUS SCHOOLING**

NAME OF SCHOOL:																																				
QUALIFICATION:																																				
YEAR OBTAINED:																																				

### **D: DETAILS OF PARENT, GUARDIAN OR NEXT OF KIN**

SURNAME:																																				
FIRST NAMES:																																				
RELATIONSHIP:																																				
POSTAL ADDRESS:																									Code:											
PHYSICAL ADDRESS:																									Code:											
CONTACT NO:																																				
OTHER TEL NO:																																				

### **E: DETAILS OF PERSON RESPONSIBLE FOR PAYMENT OF FEES**

WHO IS GOING TO PAY YOUR ACCOUNT

Parent/Guardian    Employer    Bursary    Self

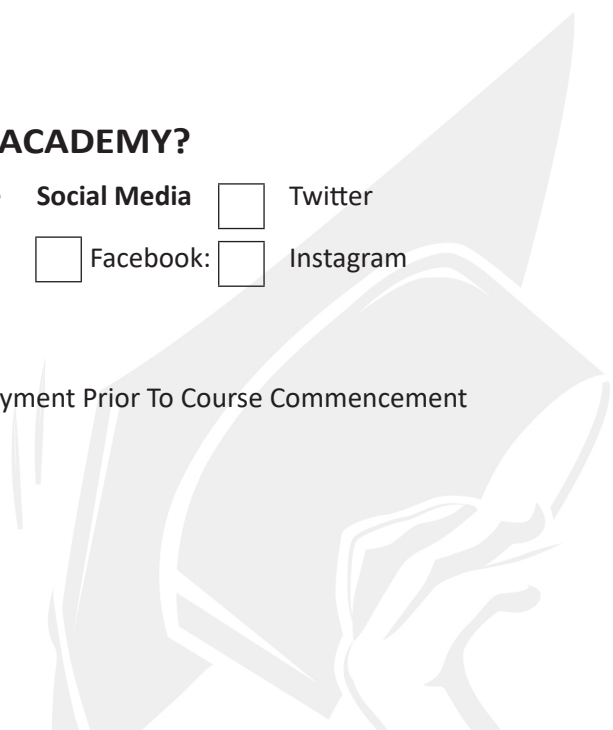
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### **F: WHERE DID YOU HEAR ABOUT BRILLIANT MINDS ACADEMY?**

Billboards    Newspapers    Website   **Social Media**    Twitter  
 Radio    Pamphlets    Relative    Facebook:    Instagram

### **G: PAYMENT OPTIONS**

Monthly Installments    Cash Payment Prior To Course Commencement



## H: INDEMNITY AGAINST CLAIMS OF LOSS/DAMAGES

I \_\_\_\_\_ (Full Names and Surname), the undersigned, hereby declare that I shall not institute any claim of any nature whatsoever against **BRILLIANT MINDS ACADEMY (PTY) LTD**, or any of its employees acting within the scope and capacity of his or her employment or shall in any way whatsoever hold **BRILLIANT MINDS ACADEMY (PTY) LTD** responsible for any loss or damage that I may suffer in person or in respect of any personal property or injury that I may suffer in person which may directly or indirectly arise from my commitment as a registered student at **BRILLIANT MINDS ACADEMY (PTY) LTD** resulting from any act whatsoever during the full period of my tuition and/or practical training, or during any sport activity that I undertake, or during any trip or journey that I on my own responsibility, and voluntarily taking on any risk I may expose myself to in connection with any such activity. I also undertake to report any attempts of a lecturer to involve me in any personal and/or social activity with him/her, and that I shall not take part in any of such unprofessional behaviour.

I understand that the terms and conditions of this indemnity shall remain in force for the duration of my studies at the **BRILLIANT MINDS ACADEMY (PTY) LTD**.

Furthermore, I declare that in case I am injured in such a manner that I cannot personally give consent to any medical treatment or medical intervention that I may be in dire need of, the responsible representative of **BRILLIANT MINDS ACADEMY (PTY) LTD** may give such requisite consent and he/she shall not be liable for any ambulance costs or loss/damages of any property that I may subsequently suffer of. I confirm that I will be directly liable for any ensuing medical costs in this regard and undertake to settle any related account promptly with the relevant medical providers

Applicant's signature:..... Date:...../...../.....

## I: DECLARATION OF ACCOUNT PAYER

I \_\_\_\_\_ (Full Names and Surname) do accept full responsibility for the payment of the tuition fees to the fullest amount for the applicant named \_\_\_\_\_ and accept that this stands in binding me. **I confirm that all payments will be made on or before the 1ST of each month.** I further agree that **failure due to whatever reasons by the student to attend lectures, tests, examinations or any activity will NOT** reduce my responsibility to pay the applicable fees in full.

**I undertake to pay the tuition fees in consecutive monthly instalments and I am fully aware that all applicable fees must be paid in full before the start of examinations. I am also equally aware that BRILLIANT MINDS ACADEMY (PTY) LTD reserves the right to refuse the Applicant to write examinations and/or withhold results until all outstanding fees have been paid in full or satisfactory arrangements have been made for the settlement of such outstanding fees.**

Signature of Account Payer:..... Date:...../...../.....

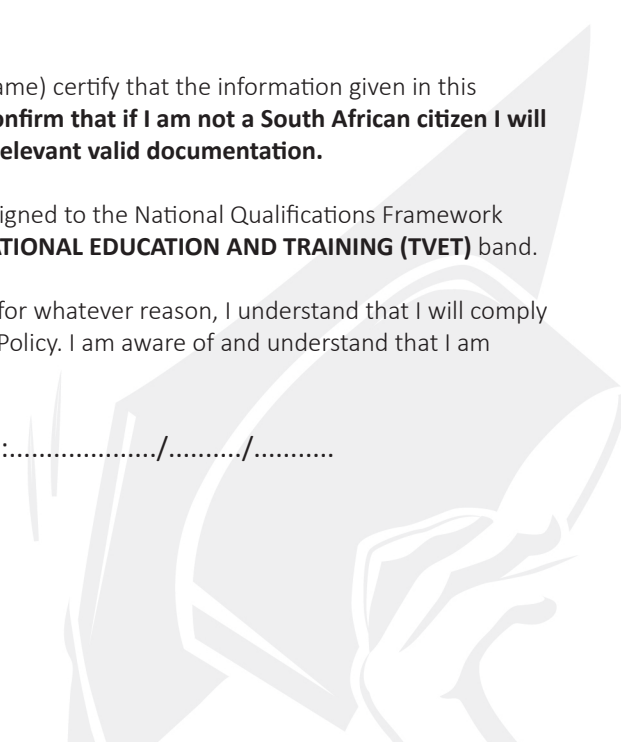
## J: DECLARATION BY APPLICANT

I .....(Full Names and Surname) certify that the information given in this application form is true and correct and given in absolute good faith. **I further confirm that if I am not a South African citizen I will submit proof that I have been lawfully admitted in the country and have the relevant valid documentation.**

I understand that I will receive quality education and excellent training service aligned to the National Qualifications Framework (**NQF**) and that the course I have registered for falls under the **TECHNICAL VOCATIONAL EDUCATION AND TRAINING (TVET)** band.

In the event that I do not complete my studies or wish to cancel my registration for whatever reason, I understand that I will comply with the cancellation procedure as stated in the Refund and Student Guarantee Policy. I am aware of and understand that I am bound by the Rules and Regulations of **BRILLIANT MINDS ACADEMY (PTY) LTD**.

Applicant's signature:..... Date:...../...../.....



## K: DISPUTE RESOLUTION

Should any dispute, except in respect of outstanding payments, arise at any time regarding the terms contained herein which the parties are unable to resolve amicably, then such dispute shall be submitted to mediation or arbitration before any legal action is taken. Except as may be expressly provided for otherwise, the mediation or arbitration proceedings shall be conducted in accordance with the applicable laws of the Republic of South Africa. The mediation or arbitration proceedings shall be held on an informal basis, it being the primary intention of the parties that a decision should be reached as expeditiously and as inexpensively as possible, subject only to the due observance of the principles of justice and the rule of law. Should the dispute be mainly of a legal nature, then the mediator or arbitrator shall be an independent practising attorney with no less than 10 (TEN) years' experience, or a senior advocate as agreed upon by the parties, and failing such agreement, a person nominated by the Mediation Centre falling under the auspices of the Institute of Directors. This Clause shall constitute each party's irrevocable consent to any mediation or arbitration proceedings and neither party shall be entitled to withdraw from such proceedings or to claim that it is not bound by the provisions of this Clause

## L: REFUND AND GUARANTEE POLICY

- Withdrawal from or cancellation of course must be made in writing stating all the reasons for the withdrawal or cancellation.
- Withdrawal from or cancellation of a course by the student or employer made at least 10 working days before commencement of the course - 80% of course fees paid will be refundable excluding the registration and deposit fee.
- Withdrawal from or cancellation of course by the student or employer made within 5 working days before commencement date of course will incur 50% of cancellation fee (Registration and deposit fee is non-refundable).
- Withdrawal from or cancellation of course by the student or employer made after the commencement of the course, will affect the full course fee and no refunds will be made. All students enrolled at **BRILLIANT MINDS ACADEMY (PTY) LTD** are covered under our surety guarantee in terms of regulation 1, annexure 4 in government notice R101 in government gazette 28121, 11th October 2005 under the further education and training act (act no.98 of 1998)

## FOR OFFICIAL USE ONLY

DOCUMENTS HANDED IN (Tick only where applicable)	
Copy of Senior Certificate	
Copy of other relevant results	
Copy of Statement of Results	
Copy of ID (Applicant)	
Passport Sized Photo (Applicant)	
Copy of ID (Account Payer)	
Proof of income (Account Payer)	

Student Number Allocated	
Amount Paid on Registration	
Receipt Number	
Date of Registration	

### The following must accompany this duly completed registration form:

1. Certified copy of Applicant's Identity Document
2. Certified copy of previous results [report, statement of results or certificates]
3. Non-Refundable Registration fee of R \_\_\_\_\_
4. Deposit fee according to the course of your choice
5. 1 x passport-size photo of the Applicant
6. Certified copy of Account Payer's Identity Document
7. Account Payer's Proof of Income

The registration fee, deposit fees or monthly fees may be paid into the following bank account details of the Academy:

Name of Accountholder: **BRILLIANT MINDS ACADEMY (PTY) LTD**  
Reference: **Student's initials and surname**  
Name of Bank: First National Bank  
Branch Name: Pretorius street  
Branch code: 250345  
Account no: 62693720453

The deposit slip may be faxed to **086 415 3915** or be submitted with the registration form to the following address:  
**273 Thabo Sehume. Perlmodes Building, Pretoria Central. 0001**