

For office use only

Applicant Registration number

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Applicant's

ID

Photo

## 2025/6 REGISTRATION FORM

The application fee can be deposited beforehand at:

Name of the bank: **FNB**

Account holder name: **Springs Comtech College**

Account number: **63100256022**

Reference: **Student's Surname & Name**

T-shirt  
Size

1. A registration and administration fee of **R900.00** is payable upon completion of the application form and is non-refundable.
2. When registering bring **certified copies (not older than 3 months) of your identity document, proof of address, parent/guardian certified copies (not older than 3 months) ID copy and passport** sized photo.
3. If you pay the registration fee electronically or at a bank, the proof of payment must accompany the application form.
4. A valid Study Permit is compulsory for foreign applicants.

Programme Registering for :

Programme Level :

## APPLICANT'S DETAILS

SURNAME:

FIRST NAMES:

GENDER:

MR/MRS/MS:

NATIONALITY:

INITIALS:

ID/PASSPORT NO:

RACE:

PHYSICAL ADDRESS:

POSTAL ADDRESS:

CITY :

CITY:

CODE:

CODE:

PROVINCE :

MUNICIPALITY:

CELL: +27

WORK: +27

ALT NO.: +27

EMAIL:

HIGH SCHOOL GRADE PASSED :

Have you registered with another School/College? Yes/No , If **Yes** Fill Name Of School/College Below:

Name Of School/College :

PERSON RESPONSIBLE FOR PAYING FEES:  
PARENTS/GUARDIAN/SELF DETAILS

RELATION TO STUDENT:

COMPANY NAME:

SURNAME:

NAME(S):

MR/MRS/MS:

CELL: +27

WORK: +27

ALT NO.: +27

EMAIL:

STUDY PROGRAMME

I HEREBY ENROL FOR:

MODULES/SUBJECTS ENROLLED FOR:

- |    |    |
|----|----|
| 1. | 5. |
| 2. | 6. |
| 3. | 7. |
| 4. | 8. |

Where Did You Hear About Us?

Newspaper ☐

Word of mouth ☐

Flyers ☐

Posters ☐

Facebook ☐

TERMS AND CONDITION

- This application form is a complete binding contract entered by/and between the Parent/Guardian/Company/Student and Springs Comtech College.
- The Parent/Guardian/Company/Student guarantees that the provided copies of the originals are true and correct.
- The Parent/Guardian/Company/Student acknowledges that he/she takes responsibilities for paying the **full course fee on enrolment** and/or undertakes to pay according to the method agreed on with Springs Comtech College.
- The Parent/Guardian/Company/Student accepts the terms and conditions and all rules attached to any of the courses enrolled for.
- The Parent/Guardian/Company/Student guarantees that the address and other contact details provided in this application form are valid and undertakes to notify the College of any change of such details in writing within 30 days of such a change.
- The Parent/Guardian/Company/Student acknowledges that failure to pay tuition **fees before the 2<sup>nd</sup> of each month** will result in learner being excused not to attend classes and the college will take legal action to recover the fees unless prior arrangements have been upon registration with Springs Comtech College.
- The Parent/Guardian/Company/Student acknowledges that failure to attend 80% of classes will result in the learner not being allowed to sit for final examinations.
- The Parent/Guardian/Company/Student acknowledges that all outstanding fees are to be fully paid before learner collects **EXAMINATION ADMISSION LETTER (timetable)**
- No weapons, drugs, alcohol or any unlawful substances are allowed into the college premises.
- No smoking, loud music, bullying or discrimination of any sort is allowed within the college premises.
- The school does not keep student personal belongings at any time except when the student is writing an examination and it is the responsibility of learner to take care of their personal belongings but Springs Comtech College shall provide a safe environment for learners.
- Students and lecturers are not allowed to interact outside official channels that is classroom teaching learning, school class WhatsApp group and students parent and school group.
- If students need any explanation on any matter relating to the school, the **reception** and the **deputy principal** are always available to clarify all issue.
- It is the student's responsibility to ensure they fill the examination entry forms in time according the school calendar.

STATEMENT UNDERTAKING BY PARENTS/GUARDIAN/COMPANY/STUDENT

Signature \_\_\_\_\_

Date 202\_\_/\_\_/\_\_