

GRADE 10 – 12 REGISTRATION FORM - 2024							
LEARNER INFORMATION							
Full name				Surname			
Date of birth				ID Number			
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Nationality		<input type="checkbox"/> RSA	<input type="checkbox"/> Other:	
Language preference	<input type="checkbox"/> Afrikaans	<input type="checkbox"/> English	If other nationality - attach copy of student permit				
Email				Grade in 2024	<input type="checkbox"/> Gr.10	<input type="checkbox"/> Gr.11	<input type="checkbox"/> Gr.12
Cell Number				Late enrolment – last completed term in 2024			
CHOOSE EITHER A OR B							
A. PERSON RESPONSIBLE FOR THE ACCOUNT AND LEGAL MATTERS							
Title		Initials		Full Names			
Surname				ID number			
Home Language	<input type="checkbox"/> Afrikaans	<input type="checkbox"/> English	Cell Number				
Email address compulsory				Home phone No			
Relation to learner				Does learner reside with person			
Residential address				Postal address			
<p>The information provided above will be considered the client's domicilium citandi et executandi. The detail given in the heading of this document will be considered Auxilio cc's domicilium citandi et executandi. Each party is entitled to changing his/her specified address by giving (seven) days written notice to the other party.</p>							
B. COMPANY / CC / TRUST RESPONSIBLE FOR ACCOUNT (If applicable)							
Company name				Contact person			
Registration number				Contact number			
Email address compulsory				Alternative number			
Business Address				Postal Address			
PARENT RESPONSIBLE FOR SBA SUBMISSION (ONLY IF OTHER THAN PARENT RESPONSIBLE FOR ACCOUNT)							
Title		Initials		Full name			
Surname				ID Number			
Home Language	<input type="checkbox"/> Afrikaans	<input type="checkbox"/> English	Cellphone No				
Relation to learner				Does learner reside with person			
Email address compulsory							
All communication will be via email, please ensure that your email address is legible							
POPI ACT CONSENT							
<p>Auxilio cc does not affiliate with any Tutor Centre. Auxilio cc will not share any information with an Independent Tutor unless instructed to do so. For such an instruction, please complete Addendum C</p> <p>Auxilio cc may share my personal information that is in relation to the purpose, with SACAI.</p>							

EARLY BIRD SPECIAL
SACAI fees are not included in this special

- **15% DISCOUNT ON THE SBA FEE IF YOU REGISTER AND PAY THE FULL INVOICE BY 30 SEPTEMBER 2023.**
- **10% DISCOUNT ON THE SBA FEE IF YOU REGISTER AND PAY THE FULL INVOICE BY 31 OCTOBER 2023.**
- **5% DISCOUNT IF YOU REGISTER AND PAY THE REGISTRATION FEE BY 10 DECEMBER 2023.**

DOCUMENTATION

REGISTRATION WILL NOT BE FINALISED UNTIL ALL THE DOCUMENTS BELOW HAVE BEEN RECEIVED.

1. Learner's ID or birth certificate. **Grade 12 learners MUST HAVE a legal South African ID or a student permit.**
2. ID of person responsible for the account.
3. Report from previous school (Only new learners).
4. Grades may be done over 2 years.
5. Grade 12 first time learners must submit **legal Grade 10 and 11** reports.
6. Grade 12 **repeaters** must submit the **previous Grade 12 report/Umalusi certificate.**
7. SACAI registration form – First Timer OR Repeater.

IMPORTANT INFORMATION

- Invoicing will be done within 7 working days after receiving the complete Registration form and all additional documents.
- Fees will be calculated Pro-rata if a learner joins later during the year and a R500 administration fee will be charged.
- All cancellations carry a R500.00 administration fee.
- **Textbooks** are **NOT INCLUDED** in the Auxilio fee. Textbook lists available on the Auxilio Website.
- All bank charges on cash deposits will be invoiced to the client.
- SBAs will be released on the dates provided on the year plan. For late fees, SBAs will be released within 7 working days from date of payment.
- Gr 10 – 11: Fees payable according to the payment arrangement and to be settled by 3 October 2024.
- Gr 12: If fees are not settled by 3 July 2024 the learner will be deregistered for the NSC exam.
- If a refund is applicable after cancellation, it will be paid within 30 days from receipt of written cancellation.
- Hospitality Studies PAT – If learner makes use of their own qualified Assessor this would be for their own account, **OR** the Auxilio Assessor at R 1 100.00 via Zoom session if it is still an accepted method by Umalusi in 2024.
- Consumer Studies PAT – If learner makes use of their own qualified Assessor this would be for their own account, **OR** the Auxilio Assessor at R 825.00 via Zoom session if it is still an accepted method by Umalusi in 2024.
- Gr 12 NSC CAT Practical Exam - An additional fee may be charged by the Examination centre. This is for the parent's account.
- Should a Repeater wish to NOT redo their SBA, contact Auxilio directly for fees.
- SACAI registration is compulsory.
- All SACAI fees will be invoiced by Auxilio cc, and are payable to Auxilio cc, no direct payments may be made to SACAI.
- The learner will not be registered with SACAI and therefore not be eligible for the NSC exam if the SACAI fee is not paid as per the agreement.
- All SACAI fees are subject to change.
- SACAI does not give credit or refunds for any cancellations.

SUBJECTS REQUIREMENTS FOR THE FET PHASE (GRADE 10 – 12):

Select a minimum of 7 subjects, 4 from Section A and a minimum of 3 subjects from Section B

Section A

- 2 languages of which at least one should be on Home Language level.
- Life Orientation is compulsory.
- Choose between Mathematics **OR** Mathematical Literacy.

Section B

- Mathematics is a prerequisite for Physical Science.
- We strongly advise you to take Mathematics if the following subjects are selected:
Life Science and Geography.
- Hospitality Studies and Consumer Studies may not be taken together.

SUBJECT CHOICE

PLEASE TICK the relevant Grade and Subject/s below.

SUBJECT	GRADE 10	GRADE 11	GRADE 12
SECTION A			
Afrikaans Huistaal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afrikaans Eerste Addisionele Taal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English Home Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English First Additional Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IsiZulu First Additional Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mathematics/Wiskunde	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Math Literacy/Wiskunde Geletterdheid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Life Orientation/Lewensoriëntering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SECTION B			
Computer Application Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical Science/Fisiese Wetenskappe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Life Sciences/Lewenswetenskappe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Geography/Geografie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tourism/Toerisme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business Studies/Besigheidstudies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
History/Geskiedenis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hospitality Studies/Gasvryheidstudies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consumer Studies/Verbruikerstudies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economics/Ekonomie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EGD/IGO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby declare that the subject choice shown above is correct, and that any request for a subject change will be sent in writing and will be subject to approval from SACAI. A fee of R 630.00 will be charged per subject being changed, regardless of whether it was approved or not.

(Signature of parent/guardian)

**ADDENDUM A
AUXILIO CC FEES
FEES WILL BE CALCULATED PRO-RATA IF A LEARNER JOINS LATER DURING THE YEAR**

INCLUDED IN PACKAGE:

Pre-recorded online lessons in selected subjects.
Access to Assessment Platform - includes additional resource material, all formal tasks, tests, PATs, and exams.
Auxilio marks and moderates all formal assessments.
Progress Report issued at the end of each Term.
Auxilio administrates the student's registration with the Assessment Body - SACAI.
Auxilio offers student and parent support via different platforms.

PARENT'S RESPONSIBILITY:

Tuition and submission of all formal assessments by Auxilio's due dates.

TEXTBOOK FEES ARE NOT INCLUDED IN THE AUXILIO FEE

DESCRIPTION OF FEE	ONCE OFF PAYMENT	TICK & SIGN FOR ONCE OFF PAYMENT	TICK & SIGN FOR PAYMENT PLAN
Candidates Taking 7 Subjects			
Grade 10 & 11 Annual Auxilio fee	R 15 950.00	<input type="checkbox"/>	<input type="checkbox"/>
Grade 12 Annual Auxilio fee	R 16 830.00	<input type="checkbox"/>	<input type="checkbox"/>
EGD/IGO – Additional cost R1 500.00 per year			
Candidates taking more/less than 7 Subjects			
Grade 10 & 11 Annual Auxilio fee if more than 7 subjects R 2 280.00 per subject	Number of subjects <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grade 12 Annual Auxilio fee if more / less than 7 subjects R 2 410.00 per subject	Number of subjects <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPTIONAL EXTRAS - AUXILIO CC

Special Moderation Fee for Grade 10 – 12: Only if learner insists that all his/her work must be moderated.	Additional Cost: R5.00 per mark moderated.	
Subject change	R 630.00 per subject	Please read policies and procedures for changing a subject in Grade 10 - 12
Hospitality Studies PAT – Auxilio assessor Consumer Studies PAT – Auxilio assessor	R 1 100.00 R 825.00	Learner may make use of his/her own qualified PAT assessor, or the Auxilio assessor at the Auxilio rate.

ADDENDUM B		
SACAI FEES ARE SUBJECT TO CHANGE ON THE RELEASE OF THEIR 2024 FEE STRUCTURE		
SACAI FEES – ALL SACAI FEES MUST BE PAID WITH REGISTRATION		
DESCRIPTION OF FEE	FEE	DISCRIPTION
GRADE 10 & 11 SACAI FEES		
Gr 10 Learner Registration fee	R 220.00	
Gr 11 Learner Registration fee	R 220.00	
GRADE 12 SACAI FEES		
Gr 12 Learner Registration fee	R 460.00	
NON-LANGUAGE, AND NON-PRACTICAL SUBJECTS		
Gr 12 Subject Registration fee R1 000.00 per subject	Number of subjects <input type="text"/>	<ul style="list-style-type: none"> • Life Orientation / Lewensoriëntering • Mathematics / Wiskunde • Math Literacy / Wiskunde Gelettertheid • Physical Sciences / Fisiese Wetenskappe • Life Sciences / Lewenswetenskappe • Geography / Geografie • Business Studies / Besigheidstudies • Economics / Economie • History / Geskiedenis
Learner Placement fee R 500.00 per subject Life Orientation , not written during the NSC exam therefor does not apply.	Number of subjects <input type="text"/>	
LANGUAGE AND PRACTICAL SUBJECTS		
Gr 12 Subject Registration fee R 1 220.00 per subject.	Number of subjects <input type="text"/>	<ul style="list-style-type: none"> • English Home Language • English First Additional Language • Afrikaans Huistaal • Afrikaans Eerste Addisionele Taal • IsiZulu First Additional Language • CAT – Computer Application Technology • Tourism / Toerisme • Hospitality Studies / Gasvryheidstudies • Consumer Studies / Verbruikerstudies • EGD / IGO
Learner Placement fee R 570.00 per subject, per subject.	Number of subjects <input type="text"/>	
OPTIONAL EXTRAS - SACAI		
CAT Practical NSC Exam		An additional fee may be charged by the Examination centre. This is for the parent's account.
Application for Concessions: (Only for candidates who require an assessment concession – valid for a 3-year period)	R 640.00	An additional fee may be charged by the Examination centre, should a candidate need extras during the NSC exam e.g., separate venue, reader, scribe etc. This is for the parent's account.
Should a Repeater wish to not redo their SBA, contact Auxilio directly for fee structure.		

AGREEMENT BETWEEN AUXILIO CC AND _____

(NAME OF PARENT/GUARDIAN)

- a. I _____ parent/guardian and _____ person responsible for account jointly and separately accept responsibility for payment due to Auxilio cc.
- I agree to adhere to the Payment arrangement, and to pay the fees before or on the third (3rd) day of each month.
 - I understand that Auxilio cc will not provide any product to me, should I not keep to my payment arrangement. Auxilio will resume providing products and services once the fees are paid up to date, provided it is not too late in the academic year.
- b. I accept responsibility to inform Auxilio cc should I terminate my child's studies. I understand that no fees will be refunded for any product supplied by Auxilio cc, or for completed terms. I agree to pay a cancellation fee of R500.00.
- c. Auxilio uses SACAI's prescriptions for number of assessments and weighting requirements.
- d. I understand that I am responsible for purchasing the textbooks.
- e. I take full responsibility for the education and tutoring of the learner.
- f. I declare that my child will not work together with another learner on formal assessments, unless stated otherwise.
- g. I declare that I will see to it that my child does his/her own work, that he/she will not commit plagiarism, and that he/she will write their Term tests and exams, under controlled conditions as stipulated in Auxilio cc's policies.
- h. Violation of academic honesty or of an academic integrity including cheating and plagiarism will result in disciplinary action and may result in termination of the contract.
- i. I declare that I have the correct equipment and technology, e.g., email, internet, scanner, camera, and printer to be able to do Distance Education with my child.
- j. I agree to keep a copy of all work done, and not to share Auxilio cc's Intellectual property with a third party.
- k. I understand that a full SBA must be submitted on time, for the learner to be resulted.
- l. I declare that I will upload all SBA work onto the Platform and take full responsibility for work not captured correctly.
- m. I understand that work submitted late during the year, will only be marked, during the following marking session.
- n. **Grade 10 – 11:**
- I agree that if I do not submit the full final SBA, by the final date stipulated on the year plan, I will be liable for an additional fee of R 3.00 per mark to be marked. This is only valid, till end of January of the following year. If it is not submitted by January, the learner will receive an incomplete and may redo the full year. Work submitted late will only be marked in February of the following year.
- o. **Grade 12:**
- I agree that if I do not submit the full final SBA, by the final date stipulated on the year plan, the learner will forfeit those marks and may not be resulted by SACAI and may have to redo the year.
 - I understand that the Grade 12 Final NSC exam must be written at a SACAI Examination Centre.
- p. I understand that the March and September Test Series, and June, Prelim and November Exams, must be written at an Auxilio approved Invigilator. The invigilation fee is for the client's own account.
- q. I declare that I will report within 24 hours if the Invigilator has submitted the tests/exams incorrectly.
- r. All fees invoiced by Auxilio cc will be paid directly to Auxilio cc including the SACAI fees. I will not pay this money over to a third party. Registration with SACAI can only be done once the application form has been completed and fees have been paid.
- s. I understand that SACAI fees are non-refundable and cannot be transferred to the next year.
- t. I declare that I have read and understood the policies and procedures of Auxilio cc.
- u. I declare that the form has been completed correctly. If any information submitted in this document changes, I would inform Auxilio cc in writing.

I the parent/guardian of _____ undertake to honor the agreement as set out above.

Full names of Person Responsible for account		Full names of parent/guardian	
Signature of Person Responsible for account		Signature of parent/guardian	
Date			

ADDENDUM C

I _____ hereby instruct Auxilio cc to share all academic matters with the Tutor:

Tutor _____ Email address _____

I declare that I of my own accord have procured the services of an Independent Tutor and that Auxilio does not affiliate with Tutors/Tutor centres.

I still take full responsibility for the education of my child, and I declare to communicate directly with Auxilio on all matters concerning Auxilio.

(Signature of parent/guardian)