

GRADE 1 – 9 REGISTRATION FORM - 2021					
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 2021	
Cell Number					
Admission date					
INFORMATION OF PREVIOUS SCHOOL					
Previous school				Telephone number	
Highest grade completed/assessed by competent assessor					
Late enrolment: Last completed term in 2021					
PERSON RESPONSIBLE FOR THE ACCOUNT					
Title		Initials		Full Names	
Surname				ID number	
Home Language	<input type="checkbox"/> Afrikaans	<input type="checkbox"/> English	Cellphone No		
Email address compulsory				Home phone No	
All communication will be via email, please ensure that your email address is legible				Is learner living with this person?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Residential address				Postal address	
Occupation				Employer physical address	
Employer					
Work number					
OR					
COMPANY / CC / TRUST RESPONSIBLE FOR ACCOUNT (If applicable)					
Company name				Contact person	
Registration number				Contact number	
Email address compulsory				Telephone number	
Business Address				Postal Address	

PARENT RESPONSIBLE FOR TUTORING

Title		Initials		Full name	
Surname				ID Number	
Home Language	<input type="checkbox"/> Afrikaans <input type="checkbox"/> English			Cellphone No	
Email address compulsory				Home phone No	
All communication will be via email, please ensure that your email address is legible				Is learner living with this person?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Invigilator is the place/person where the student will be writing the November exam – Detail needed a month before the exam commence. The invigilation fee is for clients own account.					
Invigilator email address				Invigilator name	

DOCUMENTATION

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

1. Copy of learner's ID or birth certificate.
2. ID of person responsible for the account.
3. Report from previous school (Only new learners).

IMPORTANT INFORMATION

- Invoicing will be done within 7 days after receiving the complete Registration form and all additional documents.
- SBA's will be released on the dates provided on the year plan – see website.
- For late fees, SBAs will be released within 7 working days from date of payment.
- If a refund is applicable after cancellation, it will be paid within 30 days from receipt of written cancellation.

I hereby declare that the form has been completed correctly.

(Signature of parent/guardian)

EARLY BIRD SPECIAL ONLY APPLICABLE ON OPTION 1:

- **15% Discount if you register and pay the full SBA fee by 31 October 2020.**
- **10% Discount if you register and pay the full SBA fee by 30 November 2020.**
- **5 % Discount if you register and pay the Registration fee by 31 December 2020.**

FEE STRUCTURE AGREEMENT
FEEES WILL BE CALCULATED PRO-RATA IF A LEARNER JOINS LATER DURING THE YEAR

Option 1

ASSESSMENTS AND MEMOS WILL BE EMAILED TO CLIENTS

Please Tick and Sign Fees applicable to the learner:

DESCRIPTION OF FEE	ONCE OFF PAYMENT	TICK & SIGN FOR ONCE OFF PAYMENT	PAYMENT PLAN The payment plan will be adjusted for late registrations.	TICK & SIGN FOR PAYMENT PLAN
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- The parent is responsible for the assessment of the learner up to, but not including the November exam.
- The November exam must be written at an Invigilation Centre, School or Commissioner of Oath, and uploaded onto the Auxilio Platform, along with the rest of the marked SBA to be moderated.
- Auxilio cc will moderate the SBA, mark the November exam, and issue a letter/report to the HOD, to report on the learner's progress.

GRADE 4 – 6
TEXTBOOK FEES ARE NOT INCLUDED

Annual Auxilio SBA Fee	R 7 700.00	<input type="checkbox"/>	R 1 940.00 payable with registration. 9 x payments of R 640.00 payable by the 3 rd of each month from February to October 2021.	<input type="checkbox"/>
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GRADE 7 – 9
TEXTBOOK FEES ARE NOT INCLUDED

Annual Auxilio SBA Fee	R 10 180.00	<input type="checkbox"/>	R 2 530.00 payable with registration. 9 x payments of R 850.00 payable by the 3 rd of each month from February to October 2021.	<input type="checkbox"/>
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Option 2

FEE INCLUDES MODERATION AND PROGRESS REPORT, NO ASSESSMENTS PROVIDED.

Please Tick and Sign Fees applicable to the learner:

DESCRIPTION OF FEE	ONCE OFF PAYMENT	TICK & SIGN FOR ONCE OFF PAYMENT	PAYMENT PLAN	TICK & SIGN FOR PAYMENT PLAN
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DECLARATION FOR MODERATION

I, hereby declare that I will not make use of any SBA formal assessments set by Auxilio cc or any other Distance Education Provider for the purposes of the moderation. I am aware that it is the intellectual property of the Distance Education Provider and that Auxilio cc will not moderate any work that was illegally obtained.

GRADE 1 – 9
TEXTBOOK FEES ARE NOT INCLUDED

Parent use CAPS Curriculum Parent purchase bookset from the Auxilio supplier.	R 2 700.00	<input type="checkbox"/>	Contact Auxilio for a payment plan.	<input type="checkbox"/>
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GRADE 1 – 9
TEXTBOOK FEES ARE NOT INCLUDED

Parent use own Alternative Curriculum	R 3 500.00	<input type="checkbox"/>	Contact Auxilio for a payment plan.	<input type="checkbox"/>
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Parent/ Guardian's Signature:

Date:

AGREEMENT BETWEEN AUX ILIO CC AND _____

(NAME OF PARENT/GUARDIAN)

a. I _____ parent/guardian of _____

_____ (child's name) accept responsibility for payment due to Aux ilio cc.

I agree to adhere to the Payment arrangement, and to pay the fees before or on the third (3) day of each month.

I understand that Aux ilio cc will not provide any product to me, should I not keep to my payment arrangement.

- I will make a once off payment
- I will keep to the payment arrangement as given to me on the invoice **(Please tick)**

b. I take full responsibility for the education and tutoring of the learner, and Aux ilio cc is only responsible to assess his/her progress and report on it.

c. I accept responsibility to inform Aux ilio cc should I terminate my child's studies with Aux ilio cc. I understand that no fees will be refunded for any product supplied by Aux ilio cc. I agree to pay a notice period of one Term.

d. I declare that the form has been completed correctly.

e. Gr 1 – 3: I declare to courier the completed SBA to Auxilio by the date provided on the yearplanner.

Gr 4 – 9: I declare to capture all SBA work onto the Auxilio Platform, and take full responsibility for work not captured correctly.

f. 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 November exam under controlled conditions as stipulated in Aux ilio cc's policies.

g. I agree to keep a copy of all work done.

h. 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.

i. I declare that I will submit the completed and marked SBA to be moderated by Aux ilio cc, and that I will have no contact with the November exam, but that the invigilator will upload it directly onto the Auxilio Platform, on or before the due date as stipulated on the Auxilio website.

j. I agree to visit the website regularly for important information.

k. I take note that I have been advised by Aux ilio cc to register my child as a Home Education student with the Department of Education. I have familiarized myself with the Policy on Home Education.

l. I agree to an additional fee of R 1 000.00, that will be charged if the complete SBA is not submitted on the final submission date as stipulated on the Auxilio website at the end of the year.

m. I declare that I have read and understand the policies and procedures of Aux ilio cc.

n. I understand that all fees, will be invoiced to me, by Aux ilio cc and paid to Aux ilio cc.

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			