



Child's Name : _____

STUDENT CODE OF CONDUCT, HUMANITARIAN CHARTER AND OTHER POLICIES

Upon acceptance of a place at Woodlands International College, parents/guardians and students agree to abide by the rules of the College as set out in the Student Code of Conduct, the Humanitarian Charter, the Appeals Procedure to the Student Code of Conduct and Humanitarian Charter, any other policy/ies which may be published on the College website or otherwise communicated to them, and to amendments which may, from time-to-time, be made thereto at the discretion of the College. The signing of this agreement indicates both the understanding and the acceptance of the above.

The Principals of the various phases of the College, whose interpretation of the provisions contained within these documents shall be final and binding, will administer all disciplinary matters with regard thereto.

TUITION FEES

Parents/guardians agree to the following provisions concerning fees. These provisions are to be read in conjunction with the Letter of Acceptance:

1. College tuition fees, and the banking co-ordinates for the payment thereof, are set out in a separate document, and are revised by the College on an annual basis.
2. Upon acceptance, an entrance fee is payable in order to secure and confirm acceptance of the offer of a place by the College. This amount, which is non-refundable, should be paid within 72 hours of receiving notification of acceptance into the College. Kindly enclose herewith/attach hereto a copy of the payment advice in respect of the entrance fee.
3. College tuition fees are payable either annually in advance or monthly in advance over 12 months. Should you wish to avail yourself of the latter facility please make the necessary arrangements with the College's Finance Department by contacting Mrs Liz Osner (telephone: 011 894 5161 or email: creditcontrol@woodlandscollege.co.za).
4. The parent/guardian hereby consents to the College undertaking a comprehensive credit check into its financial history, at the College's cost.
5. The College reserves the right and is hereby entitled to list any defaulting party with the credit bureaus.
6. Arrears balances will attract interest at the rate of 15% per annum calculated monthly in advance on the arrears balance.
7. In the event of any action being instituted to recover any amount due by a parent/guardian, such parent/guardian undertakes to indemnify the College against any legal or other costs incurred by the College on an attorney-and-own-client scale.
8. Acceptance into the College in respect of a particular academic year is not a guarantee of acceptance in subsequent academic year/s, and the College shall enjoy the right to extend this Tuition Agreement, alternatively not to do so, in its sole discretion, with due notice of its intention in the latter instance to the parent/guardian, save where the further provisions contained in paragraphs 9 and 10 below provide otherwise.
9. Should a fees account be in arrears and such arrears position (together with any accrued interest thereon) is not settled in full by 12:00 on the last day of the academic year, then this Tuition Agreement shall automatically lapse without notice to the responsible parent/guardian (this clause hereby representing such notice) and shall not be renewed by the College in compliance with the provisions of paragraph 6(1)(i) of the Provincial Gazette Extraordinary No. 308, Notice 2919 of October 2013.
10. In the event that the College is obliged to institute formal legal proceedings at any time for the recovery of any debt owed to it by the responsible parent/guardian, and irrespective of whether it is successful in recovering such debt, this Tuition Agreement shall automatically lapse upon the termination of the academic year in which such proceedings were instituted, without notice to the responsible parent/guardian, and shall not be renewed by the College in respect of any subsequent academic year/s.
11. The parent/guardian consents to the jurisdiction of the Magistrates Court in terms of the provisions of Section 45 of Act 32 of 1944 and confirms that the College is entitled to institute legal action for the recovery of any amounts owing to it in terms of this Tuition Agreement.
12. The parties to this Tuition Agreement select as their respective domicilia citandi et executandi, for the purpose of legal proceedings or the giving or sending of any notice provided for or necessary in terms of this Tuition Agreement, the following physical addresses:



A Leading Edge Campus

TUITION AGREEMENT 2019

Woodlands International College

190 Leith Road, BARTLETT AH, Boksburg

Telephone: 011 894 5161

Email: creditcontrol@woodlandscollege.co.za

Parent/Guardian

Physical address: _____

Telephone: _____

Email : _____

A party shall be entitled to change its domicilium (provided same is within South Africa and is not a post office box or poste restante) by providing written notice to the other party.

CANCELLATION OF TUITION - FEES

Two calendar months' written notice by a parent/guardian of the intention to remove a student from the College is required, failing which the College will impose a two months' tuition fees in lieu of such notice period being given.

PRIVACY AND CONFIDENTIALITY

Parents/guardians are directed to the Constitutional principle which states that the "best interests of the child are paramount in every matter concerning the child". In order to safeguard this principle Parents/guardians are requested to undertake to commit to abide by the guidelines published on the College website (Policies/Privacy and Confidentiality).

DECLARATION

I/we the undersigned hold myself/ourselves liable/jointly and severally liable for payment to the College of the applicable College tuition fee on or before the first (1st) day of each month.

I/we understand and acknowledge that the offer of a place by the College will only be binding upon receipt by the College of the non-refundable entrance fee referred to above.

I/we understand and acknowledge that I/we shall be liable to pay to the College the equivalent of two calendar months tuition fees in the event that I/we fail to furnish the College with two calendar months' written notice of my/our intention to withdraw my/our child from the College.

I/we understand, accept, and agree to abide by the College's Student Code of Conduct, Humanitarian Charter, the Appeals Procedure to the Student Code of Conduct and Humanitarian Charter, any other policy/ies which may be published on the College website or otherwise communicated to me/us, and to amendments which may, from time-to-time, be made thereto at the discretion of the College. By my/our signature/s below, I/we confirm that I/we have read and understand the aforesaid policies, as published on the official College website or otherwise, and that I/we have explained the contents thereof to my/our child/children, who are hereby deemed to also understand and agree to abide by same.

PARENT 1 SIGNATURE Date

PARENT 2 SIGNATURE Date

GUARDIAN SIGNATURE Date

AS WITNESSES
