



GTA

GAUTENG TRAVEL ACADEMY

TERMS AND CONDITIONS FOR ADMISSION

Welcome to the circle of excellence that we pursue at the Gauteng Travel Academy we hereby acknowledge receipt of the application form received on behalf of your son/daughter for attendance at Gauteng Travel Academy in 2008. You are requested to take note of the following:

PROCESS:

1. This letter must be co-signed by both parents, confirming acceptance of the **Terms and Conditions for Admission to Gauteng Travel Academy** and returned to Gauteng Travel Academy;
2. A registration fee of **R150-00** is payable with the application for admission. This fee covers administration expenses and is not refundable.
3. Signing of this document implies that:
 - a. The parent(s) or guardian(s) is aware of the Code of Conduct of the Academy and agrees that their child will attend classes.
 - b. The parent(s) or guardian(s) is aware that all subjects will be taught in English.
4. Consideration will also be given to applications from learners with physical disabilities following the completion of an evaluation of the learner and taking available facilities at Gauteng Travel Academy in consideration. Parents/guardians are requested to provide information on known disabilities with the Application for Admission.
5. Only learners with a valid Gr 12 certificate will be considered.
6. The deposit of **R5 000,00** must be paid.

GENERAL:

- By enrolling your child, parent(s) or guardian(s) commit themselves to accept the decisions of the principal regarding College organisation and discipline.
- All complaints regarding rules, regulations, aims, policies, procedures or the application thereof, must be directed to the principal.
- Learners are expected to attend all official classes and outings including special days and evenings which the College proclaim as being compulsory.
- Should a learner be absent for a term or part there-of, the usual fees are still payable and the parent(s) or guardian(s) is not entitled to a refund there-of.
- Fees are payable in advance and accounts must be settled within 21 days of date of invoice. The accounts will include fees as determined by the Board as well as **book fees or any other expenses necessary for the education of the learner**. Furthermore expenses towards individual tuition/coaching/ training, as requested by the parent(s) or guardian(s), will be charged to the learners account.
- Interest will be charged on accounts that are in arrears.

Yours sincerely,

Erica Cornelius
Campus Manager

FATHER'S SIGNATURE:

MOTHER'S SIGNATURE:

LEARNER'S SIGNATURE:

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