



# Gauteng College of Engineering and Technology

FORM NUMBER 18010901

## 2023 | ENROLLMENT FORM

DATE ENROLLED

SCHOOL OF

PROGRAMME

LEVEL: N1  N2  N3  N4  N5  N6  NQFL3  NQFL4  NQFL5  NQFL6

Matric Rewrite(1 Subject)  (2-3 Subjects)  (4-5 Subjects)  (6 Subjects)

PROGRAMME DURATION: MONTHS  YEARS

MODE OF DELIVERY: FULL TIME  PART TIME

EXPECTED STUDENT MONTHLY INSTALLMENT FOR PROGRAMME

STUDENT FULL NAME & SURNAME

STUDENT NUMBER

STUDENT ID / PASSPORT

EXAMINATION PERIODS: (Only tick an appropriate box below if doing school of Engineering Studies, school of Business studies and school of Leisure & Hospitality Studies and Matric Rewrite)

ENGINEERING | TECHNICAL MATRIC: MARCH/APRIL  JULY/AUGUST  NOV./DEC.

BUSINESS, LEISURE & HOSPITALITY STUDIES: JUNE/JULY  NOV./DEC.

MATRIC REWRITE: JUNE/JULY  OCT/NOV



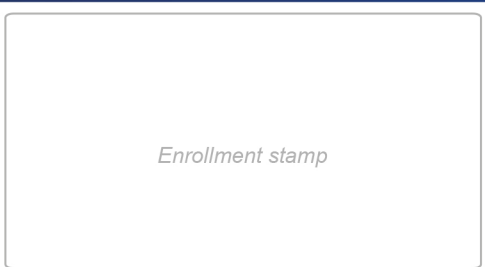
### FOR OFFICIAL USE ONLY

Capturer Name:

Date:

Signature:

Campus Signature:





## SECTION A : APPLICANT PERSONAL DETAILS (COMPULSORY FOR INTERNATIONAL AND LOCAL STUDENTS)

Mr  Mrs  Miss  Ms  Other  Surname  Initials

First Name/s (as in Identity Document or Passport)  Maiden Name

Gender: Male  Female  Race: African  White  Coloured  Indian  (Required by Government for statistical purposes)

Marital status: Single  Married  Divorced  Widowed  Home Language:

South African Citizen  Y  N  If No, specify country of origin

SA identity number                 Please attach a certified copy of your SA ID document or Passport

Study Permit Number (only for international students)



## SECTION B: APPLICANTS/ STUDENT CONTACT DETAILS (COMPULSORY)

Residential/Physical address (compulsory)

Address

Suburb  City/Town

Province, Country  Code

Tel: Home

Work

Cell

E-mail Address:

### NEXT OF KIN (TO BE CONTACTED IN CASE OF EMERGENCY)

Next of Kin Full Names

Contact Number Home

Work

Cell(1)

Cell(2)

Relationship



## SECTION C: ACADEMIC HISTORY

### SECONDARY EDUCATION

High School Name

Level Achieved: Grade 9  Grade 10  Grade 11  Grade 12  "O" Level  "A" Level  Matriculation Exemption

Year Achieved     Matriculation Exam Number



Have you previously studied at a Tertiary Institution? Yes  No

If yes, Please state Name of Institution

Qualification Obtained

Level Achieved



### SECTION D: COURSE CHOICE (PLEASE FILL IN THIS SECTION IF DOING MATRIC REWRITE ONLY)

REWRITE NEW CURRICULM  REWRITE OLD CURRICULM

REWRITE TECHNICAL MATRIC:  (Please refer to Engineering studies for technical/subjects and business studies for languages)

NUMBER OF SUBJECTS TO REWRITE (The choice of subjects should correspond with the choice on the front page of this form)

1 SUBJECT  2-3 SUBJECTS  4-5 SUBJECTS  6 SUBJECTS

PLEASE TICK YOUR SUBJECTS BELOW:

- ENGLISH(HL)
- ENGLISH(FAL)
- AFRIKAANS
- MATHEMATICS
- MATHEMATICS LITERACY
- PHYSICAL SCIENCE
- PHYSICAL SCIENCE
- LIFE SCIENCE
- GEOGRAPHY
- ACCOUNTING
- ECONOMICS
- BUSINESS STUDIES
- HISTORY
- AGRICULTURE
- MERCANTILE LAW



### CATEGORY 5: ACCOUNT PAYER | SPONSER DETAILS

Title

Surname  Name(s)

SA ID Number/ Passport Number  Relationship

Home Telephone  Cell Phone

Work Telephone

Email (if any)

I hereby declare that I received, read and understood the Gauteng College of Engineering and Technology terms and conditions, relevant program information, and the schedule of applicable tuitions fees which shall apply mutatis mutandis to me in my full capacity

.....  
*Signature of Applicant*

.....  
*Signature of Parent or Sponsor*

.....  
*yyyy / mm / dd*

.....  
*yyyy / mm / dd*

*Date*

*Date*

#### BANKING DETAILS

Account Name: Gauteng College of Eng & Tech  
Account Number: 002297752  
Branch Code: 004805  
Branch Name: Braamfontein  
Bank: Standard Bank  
Reference: Student Full Names

# TERMS AND CONDITIONS

If payments fails via Debit order or Post-dated cheque, a R100 administration fee will be charged to your account, plus the fee charged by the bank/s in respect of such reversal.

## STUDENTS RIGHTS TO RESCIND/TERMINATE THE AGREEMENT

### FULL-TIME APPLICATION

A full-time registration by a student shall be for the entire period/ duration of the courses registered for.

### FULL CANCELLATION

If the student registered for the first time to study in an academic year and wishes to cancel their enrolment for that year, the following condition shall apply:

#### FULL-TIME STUDIES/PART-TIME

One-year programmes and other full-time programmes

A student may cancel his/her enrolment for the current academic year of study as a whole and shall be exonerated from liability for the tuition fees ( but excluding the registration fee and the cost of the notes/ books, both of which remain payable , and default administration charges that Gauteng College of Engineering and Technology will be entitled to levy) provided that Gauteng College of Engineering and Technology is informed in writing no later than 1(One) week prior to the commencement of the academic year in question and with written notification of receipt and such cancellation having been furnished by Gauteng College of Engineering and Technology. Should the student wish to cancel such registration, and such cancellation is after 1 week notice period required in terms of this contract then /student shall be liable to pay the reasonable cancellation costs which Gauteng College of Engineering and Technology has determined to be reasonable, to be 80% (eighty per cent) of the annual fees charged which the /student hereby agree to by his signature. However , at the discretion of Gauteng College of Engineering and Technology, and the subject of the parties reaching agreement on the relevant terms and conditions, full tuition value may be given instead, within the same academic year, to the or (at the election of the student), a member of his/her immediate family.

Any student/ shall only be entitled to cancel under this clause up until 30 June of registration. All cancellation from date of commencement to date of cancellation will be worked on pro rata basis as to the benefit received by the student.

#### PART-TIME STUDIES (Evening & Saturday classes only)

First and Second Semester (half year) Programmes

A /student may cancel his/her enrolment for the current academic period and shall be liable for 80% (eighty per cent) of the full tuition fees (but excluding registration fee and the cost of the notes/books, both of which remain payable, and default administration charges that Gauteng College of Engineering and Technology will be entitled to levy) provided that Gauteng College of Engineering and Technology is informed in writing by later than (4) four weeks before the cause commence, with written notification of receipt and such cancellation having been furnished by Gauteng College of Engineering and Technology to the by the date. However , at discretion of Gauteng College of Engineering and Technology, and subject to the parties reaching agreement on the relevant terms and conditions, full tuition value may be given instead, within the same academic year, to the or (at the election of the ) a member of his/her family. In the event of a student and responsible person cancelling this contract then then they acknowledge that they will be liable for undertake to pay 80% (eighty per cent) of the total course fees and will be liable to pay for study material received which sum shall not exceed more than 10% (ten per cent) of the total course cost if they cancel after 5 working days of the course having commenced

## GENERAL

The student shall not, by reason of his/her failure to attend lectures, be entitled to a reduction in fees, nor will it absolve the student from full liability for the payment of the full fees and other charges. Once a student has commenced attending lectures a student may not cancel this agreement except as provided for herein. Should any payment not be made for a period of ONE consecutive month, then the student and/ or the person responsible for payment hereby agree and acknowledge that such student will be barred from attending campus or receiving any tuition material or tuition until such time as satisfactory arrangements have been made with Gauteng College of Engineering and Technology .Gauteng College of Engineering and Technology reserves the right to exclude a student more than once from its campus OR its classes.

No consensual or other cancellation of this contract shall be of any force effect without consent thereto by authorized director or authorization of Gauteng College of Engineering and Technology. The student is hereby informed that no verbal agreement by any person shall be of force and effect unless the student has such cancellation confirmed in writing from Gauteng College of Engineering and Technology cancellation committee. The by his signature hereto is made aware of the provisions of this clause and hereby acknowledge acceptance thereof. Refunds will take a minimum of 30 days to be paid from date of approval by the cancellation committee. By this /her signature/s hereto the persons responsible or standing surety for the payment of fees and/or any amount due under and/or in terms hereof. Hereby irrevocably authorize Gauteng College of Engineering and Technology to perform such credit checks as it may its sole discretion determined with any recognized credit bureau or the like.

The right to attend lectures and write examination is not transferable. Accordingly, the student shall attend all lectures in person and shall be the only person in entitle to write examination in respect of the subject forming part of the Gauteng College of Engineering and Technology programme for which the student has enrolled. The student accepts that Gauteng College of Engineering and Technology shall have the right to vary the programme syllabus at any time, without prior notification and furnishing reasons therefore. Gauteng College of Engineering and Technology shall further have the right to alter and programme commencement date at its own discretion, on written notice to the student/. The /student hereby acknowledges and accept that Gauteng College of Engineering and Technology shall have the right at all time to vary the terms and conditions hereof. Gauteng College of Engineering and Technology shall post such alterations and /or variation on its website (www.gcet.co.za)as soon as is practical in the circumstances and the students attention is drawn to the provisions hereof and the student undertakes to visit such websites regularly to ensure that the student is fully informed of such.

Gauteng College of Engineering and Technology shall have the right in its sole discretion, to postpone or cancel tuition in any programme initially advertised and offered, on the basics of insufficient demand. Gauteng College of Engineering and Technology shall be entitled to combine classes of similar academic level and content.

Gauteng College of Engineering and Technology shall be entitled to create and apply rules (including due performance requirements) and the student hereby agrees to be bound by such rules. Gauteng College of Engineering and Technology shall be entitled to exclude the student from lectures and examination (without any way detracting from the right of Gauteng College of Engineering and Technology to recover fees payable), and to withhold student's results ( or the students examination results) should the student as the case may be, fail to comply with any such rules or the terms of this agreement.

The student/ shall be liable for costs incurred by Gauteng College of Engineering and Technology, including but not limited to attorney and client fees, collection charges and tracing charges in enforcing the obligations of the student under this agreement to the maximum extent permitted by the National Credit Regulator.

The fees and other charges reflected on the fee schedule do not include notes, books, stationery, Practical or other fee, which shall be for the account of the student.

The student/ (where the is not also the student) is responsible for ensuring that he/she has been properly registered with any relevant external institute or examining body, where applicable, and that he/she or the student/ (where the is not also the student) has been registered for examination with such institute or body.

In the case of an extraordinary event or circumstance beyond the control of such parties, such as war, strike, riot, crime or natural occurrence (e.g., food, earthquake, volcano), Gauteng College of Engineering and Technology shall not by reason of such suspension or closure be entitled to terminate this agreement or claim a refund, fees paid or a reduction on fees payable or any compensation from Gauteng College of Engineering and Technology.

No relaxation, variation, or indulgence granted by Gauteng College of Engineering and Technology to the student shall constitute a waiver of any rights vesting in Gauteng College of Engineering and Technology in terms hereof, and no reliance may be placed by the or other signatory here or any statement or representation (where the oral, tact or otherwise) not contained herein.

All correspondence must be by way of registered mail, telefax or by hand delivery to Gauteng College of Engineering and Technology /premises. All correspondence must be received and signed for by Gauteng College of Engineering and Technology prior to the applicable cut-off date as stated elsewhere in this agreement. It is the responsibility of the student to ensure that he/she obtains confirmation in writing from.

In the event of the signatories to this agreement, other than Gauteng College of Engineering and Technology , having completed this incorrectly , or the payment details herein not being in accordance with requirements of Gauteng College of Engineering and Technology, Gauteng College of Engineering and Technology shall be entitled to reject the students application or to require the

student to complete a new application.

A student/ (where the is not also the student) who receives a promotional item as a result of this enrolment contract hereby acknowledges that Gauteng College of Engineering and Technology is not responsible for any repairs, service issues, warranties or performance on relation thereto. These must be referred to the promotional item manufacture, service provider, network or agent(s) thereof, as the case may be.

The student accepts, as stipulated in the Gauteng College of Engineering and Technology Assembly Policy (which shall be deemed + form part of this agreement) that as part the assessment of the programme, the student must fulfil certain academic requirements which may include (but are not limited to) the completion and/ or sign off of a portfolio of evidence or other forms of assessment. The student understands that submission of any academic work should be the intellectual work of the student. Should submission of any academic work not be that of the student, it will constitute fraud, which may result in the expulsion of the student.

The student will not be allowed on campus when the amount is arrears. Gauteng College of Engineering and Technology will not issue any student with a certificate if any outstanding amount is not by the student.

## PAYMENT

By their signature hereto any person/s here by authorize Gauteng College of Engineering and Technology to enquire from the employers of the persons responsible for payments (including the student and/ or surety) the complete details of salary of such including the date on which the salary is paid and amount.

Any amount that are due under and/or in terms hereof shall be deducted on the salary date of the person who is responsible for payment.

Should for any reason whatsoever a debit order be returned unpaid then the person responsible for such payment hereby irrevocably authorizes Gauteng College of Engineering and Technology to debit his/ her account with amount due on any date as Gauteng College of Engineering and Technology may choose and/ or to double debit his/ her account with the amount due at the next salary date.

Charges/bank fees to be recovered from payer if a debit order is rejected

## ADDRESS FOR RECEIVING OF DOCUMENTS

Gauteng College of Engineering and Technology and the student respectively choose as their addresses for service of legal documents the address in the manner specified in the National Credit Act, and any delivery made or attempted at such address chosen by the student shall be proof of completion of Gauteng College of Engineering and Technology obligation with regard to any study material due to the student. The student/ warrants that such address is the correct address at which delivery of all material and/or study notes etc. is to be effected and indemnifies Gauteng College of Engineering and Technology against any claim for delivery of the student materials, should Gauteng College of Engineering and Technology be able show attempted delivery.

## LEGAL DECLARATION AND INDEMNITY

Neither Gauteng College of Engineering and Technology nor any official employees or reprehensive of Gauteng College of Engineering and Technology acting in his/her capacity as such shall be liable for any damages arising out of:

The death, bodily harm loss of health or illness of any customer however caused; and  
The destruction of or damage to any own by or in the custody of the customer, howsoever caused.

The student/ herby indemnifies Gauteng College of Engineering and Technology against any claim made (whether for damages, cost, or otherwise) again Gauteng College of Engineering and Technology in respect of any action and/or omission of the student/ (where the is not also the student).

The student/ by his signature hereto confirms that he fully aware of the type of cause and that he register for, and that it is indeed the cause that he wants to register for, and that no representations have been made other than those contained in the official brochure. The student/ hereby indemnifies Gauteng College of Engineering and Technology (Pty) Ltd against any claim they may have.

## ACCOMPANYING DOCUMENTS

The following materials must accompany this application, namely:

the original and certificate copy of the front page of the students valid identity book (if South Africa citizen);

the original and certified copy of front page of the valid identity book and/ or valid passport of person(s)

Responsible for payment of account;  
certified copies of students study permit and front page of valid passport (if not a South African citizen);

Where applicable, Original and certified copies of matriculation (grade 12) certificate, or symbols, or School Leaver's Certificate. If the student is awaiting matriculation results, these must be furnished as soon as they become available;

Original and certified copies of Academic record and certificate of good conduct should the student be transferring from another account tertiary education institution or examination body to Gauteng College of Engineering and Technology.

original and certified copies of Confirmation of institute of enrolment where applicable;

if a payment option other than cash is selected, the student must submit

proof of income, being in respect of permanently employed persons  
the original and certificate copies of the most recent salary advice or 3(three) months bank statement for self-employed persons  
proof of residence of account payer  
marriage certificate (if married in community property)

Supporting documentation, should the student require additional time for examinations  
The student/ (where the is not also the student) acknowledges that this agreement shall only come in force once the enrolment form is duly complete, the correct documentation is attached and an invoice is issued to the student upon payment of the required registration fee and minimum required deposit.

## RULES AND REGULATIONS

The /student by his signature herein hereby agrees to abide by all rules and regulations of any campus that he may attend and acknowledge that he/she can discipline in terms thereof. The / student further acknowledge that right of admission to any of Gauteng College of Engineering and Technology campuses is strictly reserved and Gauteng College of Engineering and Technology may at its own discretion refuse admittance to any student.

## ENTIRE CONTRACT

The terms and conditions container herein as well as the terms contained on the Gauteng College of Engineering and Technology website(www.gcet.co.za) shall be the entire contract between the student/ and no alteration and any verbal representation and variation or amendment will be any force and effect unless such is reduced to writing and signed by all parties hereto.