



Deutsche Schule Durban

Member of ISASA (Indep. Schools Assoc. of SA)

34 Stafford Road
Cowies Hill, 3610
P.O. Box 1633
Westville, 3630
South Africa
Tel: (031) 267 1307
Fax: (031) 267 1311
E-mail: info@dsdurban.co.za
Website: www.dsdurban.co.za

CONTRACT OF ENROLMENT (SCHOOL COPY)

1. We/I, the undersigned, hereby undertake to pay to Deutsche Schule Durban, 34 Stafford Rd, Cowies Hill (hereinafter called "the School"), its orders or assigns, the amounts to be raised in advance each term in respect of "school fees" for: _____ (hereinafter called "the Pupil").
2. The "school fees" shall include all costs, charges and other liabilities that may be incurred by the Pupil with the School for whatever reason, including but not being limited to the cost of Group Insurance, excursions, stationery/ photocopy levies, bus fees, municipal rates, enrolment fees etc. as defined in the document "School Fee Regulations".
3. We/I hereby undertake to pay the full annual school fees in advance on the first day of the first school term of each year that our /my child is enrolled at the School. We/I understand that we/I may pay fees quarterly/monthly in equal instalments at the beginning of each term/month as defined in the document "School Fee Regulations". Should one instalment not be paid on due date, the full amount will become due, owing and payable. We/I understand that non-payment of fees automatically gives the School the right to terminate the Pupil's enrolment at Deutsche Schule Durban without notice. We/I further acknowledge that while fees remain unpaid, the Pupil's enrolment status is of a temporary nature on a week-to-week basis; and that during this time the School is entitled to terminate enrolment at any time. Exceptions to the above are defined in the document "School Fee Regulations". The school reserves the right to withhold school reports and transfer documents until such time as all outstanding accounts have been settled.
4. Should we/I fail to fulfil any of our obligations in terms of this agreement, we/I acknowledge that the School shall be entitled to charge interest at the rate of 2% per month from the date on which any such amounts fell due to the date of payment of the amount outstanding in full.
5. We/I hereby acknowledge and agree that a certificate signed by a member of the School's Board of Trustees, giving the total amount owing by us/me - jointly and severally - in terms of this undertaking, shall be *prima facie* evidence to enable the School to obtain provisional sentence or default or summary judgement in respect of this undertaking, for the full amount mentioned in the certificate.
6. Before removing the Pupil from the School, for any reason whatsoever, we/I agree to give one full term's notice in writing to the Principal, or to pay one term's fees in lieu of such notice.
7. The fact that the Pupil cannot attend the school for any reason whatsoever does not relieve us/me of our liability for payment of fees. Exceptions to the above are defined in the document "School Fee Regulations".
8. This undertaking will be a continuing guarantee from year to year and no alteration or amendment to our/my undertaking shall be in force or effect unless reduced to writing and signed by the School and ourselves. We/I further acknowledge that we are jointly and severally liable for fees and costs described in Paragraph 2 above and that we shall remain liable for these irrespective of any eventuality whatsoever including separation and/or divorce.
9. No indulgence, waiver or failure of the School to enforce any of the terms of this undertaking shall affect its rights or prevent it from enforcing them hereafter.
10. Any written notice sent to either of our/my stated addresses below by prepaid post, or handed to the Pupil for onward delivery to us/me, shall be deemed to have been received by us/me on the second business day after posting or on the day of handing to the Pupil, as the case may be.
11. By our/my signature hereto we/I formally consent to the jurisdiction of the magistrate's Court in the event of any dispute arising from, or in relation to, any claim against us in terms of this undertaking. We/I further undertake to pay all Attorney/Client costs incurred by the School in enforcing the terms of this Agreement.
12. All pupils are subject to the School's system of discipline. The Board of Trustees reserves the right to expel any pupil with immediate effect if in its discretion the pupil has transgressed any of the rules of discipline as set out in the Code of Conduct, which may be amended from time to time.
 - a. By signing this contract, permission is granted for the use of photographs of our/my child for the School's promotional material.

Father/Guardian/Sponsor Initial:

Mother/Guardian/Sponsor Initial:

13. The Board of Trustees reserves the right to amend or vary these terms and conditions from time to time on written notice to you.
14. The parents and/or legal guardians herewith fully indemnify the school, its Staff and Directors, the German School Association, or any other body or organization connected to, or associated with the school, from damages or any claims arising from any cause whatsoever. The parents and/or legal guardians signing this document acknowledge that whilst every reasonable care will be exercised by the school, they cannot hold it responsible in any way whatsoever.

We/I the undersigned jointly and severally accept and agree to abide by the above conditions and those described in "School Fee Regulations", and enclose the required enrolment fee of R4000.00. This enrolment fee is non-refundable.

Please sign both documents in the spaces provided, and initial each page of the documents in the spaces provided. Thereafter, date the documents and return the copy headed SCHOOL COPY to the school as soon as possible. The copy headed "PARENT COPY" is for your records only.

SIGNED at: this day of 2

RESPONSIBLE PERSON [Full Names]
(Father/Guardian/Sponsor)

RESPONSIBLE PERSON [Full Names]
(Mother/Guardian/Sponsor)

RESPONSIBLE PERSON [Signature]
(Father/Guardian/Sponsor)

RESPONSIBLE PERSON [Signature]
(Mother/Guardian/Sponsor)

RESPONSIBLE PERSON [ID Number]
(Father/Guardian/Sponsor)

RESPONSIBLE PERSON [ID Number]
(Mother/Guardian/Sponsor)

ON BEHALF OF THE GERMAN SCHOOL ASSOCIATION OF PORT NATAL

SIGNED at: this day of 2

RESPONSIBLE PERSON [Full Names]

RESPONSIBLE PERSON [Designation]

Father/Guardian/Sponsor

Address:.....

Home Telephone No: Fax No:

Cellular No: email address:.....

ID Number: Occupation:

Employer and Business Address:

.....

Business Tel. No: Fax No:

Mother/Guardian/Sponsor

Address:.....

Home Telephone No: Fax No:

Cellular No: email address:.....

ID Number: Occupation:

Employer and Business Address:

.....

Business Tel. No: Fax No:

Account Addressee & Postal Address:

.....

Telephone (H) (W) (Cell)

Father/Guardian/Sponsor Initial:

Mother/Guardian/Sponsor Initial:

PAYMENT OF SCHOOL FEES

To help us plan our financial commitments, you are requested to complete the details below and to indicate your preferred method of payment. We have offered alternative methods to try to make payments easier to budget. For your convenience, the following methods of payment are offered. Please indicate your preference below.

1. Annually

A single payment for the whole year within 7 days of the 1st term. A discount as per our School Fee Schedule is deductible if the payment is made on or before the first Friday of the first school term.

2. Quarterly (i.e. at the beginning of each term)

Please note that school fees are due on the 1st day of each term and are payable within 2 weeks of commencement of each term.

3. Monthly

Ten equal monthly payments, beginning on 1 February of the year. This method of payment is acceptable only on receipt of the appropriate signed debit order. A copy of the debit order form is attached.

A R 100 administration fee will be charged if there is a default on any payment. Interest at the rate of 2 % will be charged on any overdue portion.

PLEASE NOTE: We will no longer be handling cash at the school. Parents are asked, therefore, to deposit cash amounts directly into the school account and fax or email payment details through to the school on (031) 267 1311. Our bank account details are as follows:

Name of account : Deutsche Schule Durban
Bank : ABSA Bank
Branch no. : 331-926
Account no. : 406 199 4076

I hereby elect to pay the school fees in respect of my child/children ☐ annually ☐ quarterly ☐ monthly

Particulars of pupil/s:

	Surname	First Name/s	Class in current year
1.			
2.			
3.			
4.			

I hereby request, instruct and authorize you to draw against my account with the Bank mentioned below, a variable sum being the amount necessary for the monthly payment of school fees in respect of my child/children, to be debited at the beginning of each month, and every month commencing on 1 February and continuing until 1 November. All such withdrawals from my Bank Account by you shall be treated as though they have been signed by me personally.

I understand that the withdrawals hereby authorized will be processed by computer through a system known as the Magnetic Tape service, and I also understand that details of each withdrawal will be printed on my Bank Statement or on an accompanying voucher. Prior to the first debit being processed, you will also send me a schedule setting out the amounts due and the corresponding monthly debit order.

This authority may be cancelled by me by giving you thirty days notice in writing, sent by prepaid registered post, but I understand that I shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force if such amounts were legally owing to you.

Receipt of this instruction by you shall be regarded as receipt thereof by the Bank.

Details of my bank account are as follows: (PLEASE PRINT)

Name of Account Holder:

Name of Bank:..... Branch:

Account Number: Bank Branch Number:

Account Type: ☐ cheque ☐ savings

SIGNED at: this day of 2