

D. TERMS AND CONDITIONS

I hereby apply for admission as a student to Visual Skills School (Pty) Ltd, herein after referred to as VSS, with the following terms and conditions:

1. I acknowledge receipt of the Year Plan as well as the Code of Conduct for Students and I submit to all rules, regulations and conditions.
2. I acknowledge and fully understand that I am liable for full payment of my study fees, irrespective if I complete my studies or not.
 - 2.1 I agree that I take responsibility for paying the full course fee according to the schedule set out on page 3 of the Enrolment Contract.
 - 2.2 I understand and agree that monthly payments must reflect on the College's bank statement by the last day of each month.
 - 2.3 I understand and agree that late or non-payment will prohibit me from attending class and that no assessments will take place or results will be made known until class fees have been settled in full.
 - 2.4 I understand that if I am under the age of 18 my parent, custodian or legal guardian should co-sign this document to legalise my enrolment at VSS.
 - 2.5 I also understand that in the event of my parent, custodian or legal guardian being responsible for my study fees, he/she has to sign all other agreements regarding the payment of fees and that he/she is responsible for the payment of fees as per agreement.
 - 2.6 I waive all legal exceptions including *non causa debiti, non numerata, errore calculi*, revision of accounts and no value received.
3. I agree that the address provided herein is my *domicilium citandi et executandi* and undertake to notify VSS of any change of address in writing.
4. I understand that I have been admitted subject to the rules, regulations and conditions set out in VSS policy documents and I undertake to respect the Copyright on all lectures, textbooks, study guides, CDs, DVDs and mnemonic devices received from VSS.
6. **Cancellation and Refund policy:**
 - 6.1 Cancellation during any semester of any year may be done.
 - 6.2 However, the registration fees, as well as study fees already paid as per agreement are non-refundable.
 - 6.3 In the event that I do not complete the relevant year of study, no funds already paid to VSS for value received will be refundable.
7. **Student obligations:**
 - 7.1 A student has an obligation to pay the registration fee as a once off payment and thereafter fees regularly as agreed.
 - 7.2 A student has an obligation to obey all rules and regulations as provided for in the Code of Conduct for Students.
 - 7.3 A student has an obligation to ensure that he/she writes all tests and exams and submit all practical work and assignments for assessment as indicated in the Year Plan, Workbooks and Tutorial Letters.
 - 7.5 A student is obliged to respect the Copyright that subsists in all study material as set out in 5.
8. **Provider obligations:**
VSS College will provide tuition, practical work sessions, student support, career guidance and counselling. Furthermore VSS undertakes to do all assessments, moderation and submission of PoEs to MICTS for certification.
9. **Guarantee policy:**
VSS guarantees the student quality assurance on all study material and support within our scope and capability. Should VSS be unable to deliver stated services, excluding reasonable circumstances, VSS will refund the student the study fees.
10. **Declaration and undertaking:**
I declare that all particulars furnished by me on this form are true and correct and I undertake to comply with the rules, regulations and decisions of VSS and any amendments thereto and have taken note of advice which may be applicable to students in general and or to course for which I have registered.

E. SIGNATURES

Signature of Student	Date	Signature of Parent/Legal Custodian/Guardian	Date
	__/__/20__		__/__/20__

F. OFFICE USE

Student No:

Registration Fee Received on:	__/__/20__
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STUDY FEES AND PAYMENT SCHEDULE FULL TIME ENROLMENT

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NATIONAL CERTIFICATE: PHOTOGRAPHY

Total Course Fee for the Year Program: R39 000.00

Payable as follow:

1. Upfront Registration Fee of R19 000.00 at enrolment.
2. Ten monthly Payments of R2 000.00 each before or by the last day of each month starting 30 January 2016 and ending 30 October 2016.

NATIONAL CERTIFICATE: DESIGN TECHNIQUE

Total Course Fee for the Year Program: R36 000.00

Payable as follow:

1. Upfront Registration Fee of R16 000.00 at enrolment.
2. Ten monthly Payments of R2 000.00 each before or by the last day of each month starting 30 January 2016 and ending 30 October 2016.

NATIONAL CERTIFICATE: INTERACTIVE MEDIA

Total Course Fee for the Year Program: R56 000.00

Payable as follow:

1. Upfront Registration Fee of R26 000.00 at enrolment.
2. Ten monthly Payments of R3 000.00 each before or by the last day of each month starting 30 January 2016 and ending 30 October 2016.



Accreditation no: ACC/2014/07/3059

mictseta

Media, Information and Communication Technologies
Sector Education and Training Authority

Accelerating quality skills towards an information savvy society

Visual Skills School Pty (Ltd) 2011/005518/07 • Director: C J Waschefort