

{ heu·ris·ti·ca }

# Application form

version 2.024

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(student)

for the year of

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## NECESSARY SUPPORTING DOCUMENTS, COMPLETED SECTIONS AND FORMS

|                                                                         |                                          |
|-------------------------------------------------------------------------|------------------------------------------|
|                                                                         |                                          |
| Section 1 - 7 Completed and Signed, POP for fee                         | Copy of Learner's of Vaccination Records |
| Copy of Learner's Latest Progress Report                                | Copy of Learner's Medical Aid card       |
| Copy of Learner's Birth Certificate/ID Document                         | Copy of Both Parent's ID Documents       |
| Copy of Learner's IQ evaluation as completed by recognised psychologist |                                          |

→ **Please note:** The application will not be complete if all fields are not completed legibly in print, signed and necessary documents attached. Approval of application will be notified within 4 weeks of office receipt, with exception to stage 0 students which may take up to 12 weeks. Please submit your application to [info@heuristica.co.za](mailto:info@heuristica.co.za).

## SECTION 1: LEARNER'S DETAILS

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |                  |                  |                                                                                                                                                                                                                                                            |                          |                             |   |   |                                                                                                                                                                                                      |   |   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------------|---|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|
| Surname                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Full names                  |                  |                  |                                                                                                                                                                                                                                                            |                          |                             |   |   |                                                                                                                                                                                                      |   |   |
| Preferred Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Identity Number             |                  |                  |                                                                                                                                                                                                                                                            |                          |                             |   |   |                                                                                                                                                                                                      |   |   |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px;">Y</td><td style="border: 1px solid black; padding: 2px;">Y</td><td style="border: 1px solid black; padding: 2px;">Y</td><td style="border: 1px solid black; padding: 2px;">Y</td><td style="border: 1px solid black; padding: 2px;">M</td><td style="border: 1px solid black; padding: 2px;">M</td><td style="border: 1px solid black; padding: 2px;">D</td><td style="border: 1px solid black; padding: 2px;">D</td> </tr> </table> | Y                           | Y                | Y                | Y                                                                                                                                                                                                                                                          | M                        | M                           | D | D | <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 50%; padding: 5px;">F</td> <td style="width: 50%; padding: 5px;">M</td> </tr> </table> | F | M |
| Y                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Y                           | Y                | Y                | M                                                                                                                                                                                                                                                          | M                        | D                           | D |   |                                                                                                                                                                                                      |   |   |
| F                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | M                           |                  |                  |                                                                                                                                                                                                                                                            |                          |                             |   |   |                                                                                                                                                                                                      |   |   |
| Date of Birth                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Gender                      |                  |                  |                                                                                                                                                                                                                                                            |                          |                             |   |   |                                                                                                                                                                                                      |   |   |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 5px;">Parents</td> <td style="width: 33%; padding: 5px;">Guardians</td> <td style="width: 34%; padding: 5px;">Other - specify:</td> </tr> </table>                                                                                                                                                                                                                                                                                           | Parents                     | Guardians        | Other - specify: | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;">No of children in family</td> <td style="width: 67%; border-bottom: 1px solid black;">Position of child in family</td> </tr> </table> | No of children in family | Position of child in family |   |   |                                                                                                                                                                                                      |   |   |
| Parents                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Guardians                   | Other - specify: |                  |                                                                                                                                                                                                                                                            |                          |                             |   |   |                                                                                                                                                                                                      |   |   |
| No of children in family                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Position of child in family |                  |                  |                                                                                                                                                                                                                                                            |                          |                             |   |   |                                                                                                                                                                                                      |   |   |

|                   |                                  |                                   |                         |                                                                                                                                                                                                                                                                                                                                          |   |   |  |  |  |                   |
|-------------------|----------------------------------|-----------------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|--|--|--|-------------------|
| Residence         | Religion                         |                                   |                         |                                                                                                                                                                                                                                                                                                                                          |   |   |  |  |  |                   |
| Home language     | First language used for teaching | Second language used for teaching |                         |                                                                                                                                                                                                                                                                                                                                          |   |   |  |  |  |                   |
| Last grade passed | Year                             | Grade/s repeated                  | To be admitted to grade | <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 20%; padding: 2px;">2</td> <td style="width: 20%; padding: 2px;">0</td> <td style="width: 20%; padding: 2px;"></td> <td style="width: 20%; padding: 2px;"></td> <td style="width: 20%; padding: 2px;"></td> </tr> </table> | 2 | 0 |  |  |  | year of admission |
| 2                 | 0                                |                                   |                         |                                                                                                                                                                                                                                                                                                                                          |   |   |  |  |  |                   |

|                                                                                    |     |    |
|------------------------------------------------------------------------------------|-----|----|
| Has admission to any other school/s ever been refused? If yes, please state reason | yes | no |
|------------------------------------------------------------------------------------|-----|----|

Heuristica is a center of Christian faith, and all practices will be applied in accordance. Non-christian students will not be accepted into Heuristica.

|                                                                                                 |     |    |
|-------------------------------------------------------------------------------------------------|-----|----|
| Learner is of Christian faith, and the student's family will comply to the Christian practices. | yes | no |
| The learner is to take part in the tutoring of the Essential Studies                            | yes | no |
| The learner is to take part in the tutoring of Enrichment Studies                               | yes | no |
| The learner is to take part in the extra-mural like activities where applicable                 | yes | no |

Essential Studies include but are not limited to Mathematics, English Home Language and Afrikaans First Additional Language, and Critical Thinking.

Enrichment Studies subjects include but are not limited to Bible, Life Skills, History, Geography, Biology, Science and Technology, Human Anatomy, Art and Music.

## SECTION 2: LEARNER'S MEDICAL DETAILS

|            |    |    |    |    |     |     |    |    |         |
|------------|----|----|----|----|-----|-----|----|----|---------|
| Blood type | O+ | O- | A+ | A- | AB+ | AB- | B+ | B- | Unknown |
|------------|----|----|----|----|-----|-----|----|----|---------|

|               |      |         |
|---------------|------|---------|
| Family doctor | Name | Tel No. |
|---------------|------|---------|

## SECTION 2: LEARNER'S MEDICAL DETAILS

Address \_\_\_\_\_ Code \_\_\_\_\_

**Medical Aid** Name \_\_\_\_\_ Member No. \_\_\_\_\_

Main Member \_\_\_\_\_ ID \_\_\_\_\_

Has the learner received all the necessary immunisations? If no, please state reason 

|     |    |
|-----|----|
| yes | no |
|-----|----|

Does the learner suffer form any allergies? If yes, please provide details. 

|     |    |
|-----|----|
| yes | no |
|-----|----|

Does the learner have any special needs, illnesses, disabilities or impairments (includes verbal, speech, visual, auditory, physical etc)? If yes, please provide details. 

|     |    |
|-----|----|
| yes | no |
|-----|----|

Does your child have any learning disabilities or neurological impairments? This includes but is not limited to APD, Dyscalculia, Dysgraphia, Dyslexia, Processing Disorder, Visual Perceptual Deficits, ADHD. If so, please provide specification and details 

|     |    |
|-----|----|
| yes | no |
|-----|----|

Is the learner receiving medical treatment for any condition? If yes, please provide details. 

|     |    |
|-----|----|
| yes | no |
|-----|----|

Is or has the learner suffered from or received treatment for any psychological or emotional upset? 

|     |    |
|-----|----|
| yes | no |
|-----|----|

Please specify an other relevant medical details \_\_\_\_\_

Failure to disclose relevant medical details may result in discontinued course at the tutor centre.

## SECTION 3: LEARNER'S MEDICAL DETAILS - CONSENT

In a critical medical situation, please bear in mind that there may not be time to refer to the learner's records. The institution therefore reserves the right to utilise the quickest medical service available.

I, \_\_\_\_\_ being the parent/legal guardian of \_\_\_\_\_, hereby agree that a medical practitioner may provide emergency treatment as may be necessary.

Signature of parent/legal guardian \_\_\_\_\_

## SECTION 4: DETAIL OF PARENT/LEGAL GUARDIANS

### Details of Father (Legal Guardian 1)

Surname

|    |     |    |    |     |      |       |
|----|-----|----|----|-----|------|-------|
| Mr | Mrs | Ms | Dr | Rev | Prof | Other |
|----|-----|----|----|-----|------|-------|

Designation

Marital Status

Parental Status

Occupation

Tel H

Tel W

Cell

E-mail address

@

Residential Address

Full names as in ID document

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Identity number

Learner living with parents

Learner's legal guardian

Access right to learner

Access right in an emergency only

Employer

### Details of Mother (Legal Guardian 2)

Surname

|    |     |    |    |     |      |       |
|----|-----|----|----|-----|------|-------|
| Mr | Mrs | Ms | Dr | Rev | Prof | Other |
|----|-----|----|----|-----|------|-------|

Designation

Marital Status

Parental Status

Occupation

Tel H

Tel W

Cell

E-mail address

@

Residential Address

Full names as in ID document

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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Identity number

Learner living with parents

Learner's legal guardian

Access right to learner

Access right in an emergency only

Employer

Please indicate which parent will be responsible for account settlements (to be emailed)

Father

Mother

## SECTION 5: DETAILS OF ANOTHER CONTACT IN THE CASE OF AN EMERGENCY

Surname

Full names

Relationship

Tel H

Tel W

Cell

E-mail address

@

## SECTION 6: FEE STRUCTURE 2023

Prices for 2022 to be announced in September 2021. Annual increases at a rate of no more than 10%

Application Fee

R 1 350

The enrolment/registration fee is a once-off, non refundable fee to secure your application at Heuristica.

Stage 0-7 Book Fee

R 1 350

IGCSE/AS/A Level Book Fee

R 550

The book fee is payable at the beginning of each stage your child starts with.

Students in Grade R

R 4 360

Current Monthly Fee (increase t.b.c. September 2023)

R 50 489

Current Yearly Fee  
(3.5% discount)

Students from grade 1 and above:

R 5 750

Current Monthly Fee (increase t.b.c. September 2023)

R 66 585

Current Yearly Fee  
(3.5% discount)

1. The application fee is paid upon submission of completed forms to secure your application, without option of refund.
2. Parents undertake to pay their children's fees on time.
3. Fees are due no later than the 3rd of each month (payable in advance), for 12 months of the year.
4. Heuristica reserves the right to suspend a learner's access to the tutor centre should there be outstanding fees.
5. Fees are payable irrespective of holidays, illnesses or other unexpected circumstances.
6. Costs for extra-mural activities and outings may be charged separately and parents will be notified in good time prior to the fees being required (should it be applicable).
7. We understand and agree that a discount of 3.5% only applies to a complete year of tuition purchased and paid for in full in 1 (one) full payment by the 31st of January of each participating year.
8. Membership fee to the Pestalozzi trust is included in the fee, as Heuristica may register their students at the institution.
9. Fees shall increase annually, in January at a rate not more than 10%. Parents shall be notified by the end of September each year of the increases for the next year.
10. Heuristica may request voluntary donations should it deem necessary.

**SECTION 7: DECLARATION OF PARENTS/LEGAL GUARDIANS AND AGREEMENT PERTAINING TO ENROLMENT**

We, the undersigned, \_\_\_\_\_ and \_\_\_\_\_, hereby certify that the information given by us in this enrolment to the institution is complete and accurate. We also agree to the conditions as set out herein.

## SECTION 7: DECLARATION OF PARENTS/LEGAL GUARDIANS AND AGREEMENT PERTAINING TO ENROLMENT

1. This agreement is applicable to the complete enrolment and becomes a binding contract between the parents and Heuristica with the remainder of this application after the signing by the parent.
2. No other provisions not contained in this agreement shall be relied upon by either of the parties.
3. We undertake and agree that the final responsibility for the education and training of our child/ren remains with us as the parents, and the Heuristica is merely a provider of products and services as an aid to support us in our education and training responsibilities, and that this is not an enrolment at the Department of Education. Students will be provided with relevant Stage material upon receipt of their book fee. The books and its content are not to be reproduced and will be given to the families after being fully completed.
4. We confirm hereby that we take full responsibility for the grade choice, subject choices and combinations as stated in Section 1: Learner's Details. A detailed subject list is available as an overview of our curriculum plan.
5. We hereby declare that we are aware that Heuristica and their subject advisors are not responsible for any additional, extra or remedial classes. If our child/ren requires any such additional help, we can request these classes at an additional fee that we must arrange individually with the subject advisor or any other tutor.
6. We are aware of the contents of the Home Schools Act and we are aware that the education of our children is our sole responsibility. We understand what the role of the Pestalozzi Trust plays in the protection of our children's education.
7. We hereby acknowledge that the learner described in Section 1 may be recorded on video and photographed for the purpose of sharing suitable and respectable content on our social-media platforms (Facebook, Instagram, Whatsapp), our newsletters and webpage. No posts will include the full names of the learner.
8. Tutoring group sizes are limited to 8 students per group for Stages 1-6, Stage 7 to Cambridge levels at 16 students per group. Waiting lists for students will be compiled from applications, and classes will be opened upon the discretion of the founding body of Heuristica.
9. Each tutor group will receive a dedicated tutor for their relevant level of work.
10. The tutors, or subject tutor, will remain with the student group until the youngest member has finished the education phase (foundation, primary, intermediate or senior).
11. Should a tutor be unable to continue in their vicinity the parents will receive 30 days notice, and an adequate replacement will be suggested and implemented by the Founders Body.
12. Tutoring sessions will occur from a Monday to Thursday, with the addition of having Fridays reserved as a day of outings upon arrangement from Heuristica and if needed to replace missed days of teaching due to public holidays. Tutoring hours are from 08.00am. The centre will open 20 minutes before tutoring hours, and close 20 minutes after tutoring hours - before and after these times no staff member of Heuristica is obliged to care or supervise any learner. Tutoring hours may be extended upon request of the tutor/subject advisor in writing and thereafter the agreement of the parents. A total of 40 weeks tutoring will occur on an annual basis.
13. Stage 0 students will undergo 4 hours tutoring per formal teaching day, students in primary phase will undergo 4,5 hours of tutoring per formal teaching day, students in elementary senior phase will undergo 5 hours of tutoring per formal teaching day.
14. Heuristica will be closed during public holidays, with an arranged calendar for school holidays and mid-term breaks. These are available from administration at [info@heuristica.co.za](mailto:info@heuristica.co.za). A month calendar including events and important dates will be released timely to enrolled students.
15. Should a student be away during other times of the teaching term, it is the responsibility of the parents to continue tutoring work should the tutor/subject advisor subscribe any such work.
16. Heuristica and its employees, agents and otherwise, will always endeavour to act in the best interest of the learners at the centre, their parents and any other related third party.
17. We, the parents, acknowledge that Heuristica, its employees, agents or otherwise will not be held liable for any loss or damage to property and equipment, or injury or death of any learner, parent or other third party, arising from the child's enrolment at the centre, or arising from any cause whatsoever, including negligence by Heuristica, its employees, agents and otherwise.
18. Once application forms are received, you will be invoiced for the non-refundable application fee to secure your application on the enrolment list. One full calendar months' notice is required should a parent wish to terminate their child's enrolment at Heuristica.
19. The parent is liable for the full fees until the conclusion of the given notice period (upon enrolment termination).
20. Should a parent remove their child from Heuristica without giving the required notice period, the parent shall be liable for the full amount of the current term's (4 month's) fees.

# {heu·ris·tic}

/ pronounce / **hyù- 'ris-tik**

[1] encouraging a person to learn, discover, understand, or solve problems on his or her own, as by experimenting, evaluating possible answers or solutions, or by trial and error [2] of, relating to, or based on experimentation, evaluation, or trial-and-error methods

**SECTION 7: DECLARATION OF PARENTS/LEGAL GUARDIANS AND AGREEMENT PERTAINING TO ENROLMENT**

- 20. If a parent has prepaid for their academic year, Heuristica will grant the parent a refund only for the amount that does not fall part of the notice period given, and charge a 10% administration fee on the refunded amount.
- 21. The refund will be paid on the last date of the student’s attendance at the centre, at which time the notice period will have been fully served.
- 22. Should legal proceedings be undertaken against the parent for the recovery of any fees owing, the parent shall be liable for the attorney costs incurred by Heuristica, including any collection fees.
- 23. This document embodies the full information, application and enrolment contract and the agreement between us and Heuristica and Pestalozzi Trust. Any addition or change to this is null and void, unless the change has been recorded in writing and has been agreed upon and signed by all parties.
- 24. Each family will be added to a relevant Whatsapp communications group. This platform will serve as our main communications platform, and parents are asked to please correspond accordingly, respecting the platform so as not to use for disrespectful commentary, advertising without sought permission from Heuristica administration, or discussion not pertaining relevant to other parties on the group.

→ **Please note:** The enrolment will not be complete if all fields are not completed legibly in print, signed and necessary documents attached.

General questionnaire:

Why would you like to have your child enrolled at Heuristica?

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Do you plan on moving away from Kimberley or South Africa within the next 7 years? What are your current commitments that were to keep you from moving/emigrating?

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What are your expectations toward Heuristica regarding your child’s education?

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Did you or do you still consider main-stream schooling as an educational route for your child?

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