



THE MOUNTAIN CAMBRIDGE SCHOOL

# APPLICATION FORM



Cambridge Assessment  
International Education

Cambridge International School

PRE-PRIMARY

PRIMARY

HIGH

BOARDING

LEARNER'S NAME: \_\_\_\_\_

DATE OF APPLICATION: \_\_\_\_\_

GRADE APPLIED FOR: \_\_\_\_\_ TERM: \_\_\_\_\_ YEAR: \_\_\_\_\_

CURRENT GRADE: \_\_\_\_\_

STARTING DATE: \_\_\_\_\_

P.O. Box 36 Hartbeespoort 0216 • Beethoven Road Melodie Agricultural Holdings Hartbeespoort  
Tel 078 933 6486

E-mail [reception@themcs.co.za](mailto:reception@themcs.co.za) • [www.themcs.co.za](http://www.themcs.co.za)  
Mountain Cottage School (Pty) Ltd

**REAL WORLD READY**

**SUPPORT DOCUMENTATION**

Please ensure that the following are included with this application:

- 2 ID photos
- Immunisation / clinic card (Pre-primary – Grade 1)
- Study permit where applicable
- ID documents of both parents
- Proof of residence i.e. utility bill
- Proof of Income i.e. copy of payslip or certified letter from accountant
- Most recent school report and most recent therapeutic reports where applicable
- Birth Certificate / ID Document of student
- Non-refundable application fee of R300

**SECTION A**

**LEARNER'S DETAILS**

Surname: \_\_\_\_\_ First Name/s: \_\_\_\_\_

Preferred Name: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender:  M  F

Identity No.: \_\_\_\_\_ Home Language: \_\_\_\_\_ Religious Denomination: \_\_\_\_\_

Learner's Cellphone Number (Grade 8-12): \_\_\_\_\_

*For foreign learners only*

Passport No: \_\_\_\_\_ Date of first entry into SA: \_\_\_\_\_

Residential Address:

Postal Address:

Last school Attended: \_\_\_\_\_

Siblings at Mountain Cambridge School:

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Grade: \_\_\_\_\_

Allergies or Medical Alerts (if any): \_\_\_\_\_

Medical Aid: \_\_\_\_\_ Members Number: \_\_\_\_\_

Doctors Name: \_\_\_\_\_ Doctors' Telephone Number: \_\_\_\_\_

**(The emergency contact should be a family member or friend that we can contact if we are unable to locate the learner's parents)**

Emergency Contact Name and Number: \_\_\_\_\_

Relationship to learner: \_\_\_\_\_

**SECTION B**

**PARENT/S, GUARDIAN OR PERSON/S RESPONSIBLE FOR EDUCATION OF LEARNER**

<b>FATHER'S DETAILS</b>	Full Name & Surname			
	ID Number			
	Residential Address			
	Postal Address			
	Telephone	(H) _____	(W) _____	(C) _____
	Occupation	_____	Marital Status	_____
	Employer			
	E-mail address			
<b>SIGNATURE</b>				

<b>MOTHER'S DETAILS</b>	Full Name & Surname			
	ID Number			
	Residential Address			
	Postal Address			
	Telephone	(H) _____	(W) _____	(C) _____
	Occupation	_____	Marital Status	_____
	Employer			
	E-mail address			
<b>SIGNATURE</b>				

**If divorced:**

**Father: Access to the learner? yes/no**

**Mother: Access to the learner? yes/no**

**Is the learner living with you? Yes / no**

**Is the learner living with you? Yes / no**

**Are you the legal guardian? Yes/no**

**Are you the legal guardian? Yes/no**

**Please indicate below which payment option you require. (Tick appropriate box)**

<b>Monthly</b>	<input type="checkbox"/>	<b>Termly</b>	<input type="checkbox"/>	<b>Annually</b>	<input type="checkbox"/>
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**SECTION C  
SCHOOL FEES 2019**

LEVEL	ANNUALLY	TERMLY x 3 Jan/May/Sept	MONTHLY x 10 Jan - Oct
Pre-Primary *			
Grade 000	R 29 040	R 9 680	R 2 980
Grade 00	R 38 920	R 12 970	R 3 990
Grade R*	R 46 410	R 15 470	R 4 760
Grades 1* - 6	R 60 290	R 20 100	R 6 180
Grade 7	R 63 045	R 21 015	R 6 460
LSL (Grade 8)	R 66 325	R 22 110	R 6 800
IGCSE (Grade 9 & 10) AS (Grade 11 & 12)	R 73 970	R 24 655	R 7 580
Boarding	R 51 000	R 17 000	

\*Gr 000 to Gr 1 tuition fees include Play ball & Manners4Minors fees

*The following discounts apply:*

*5% Sibling Discount for 2<sup>nd</sup> child and 10% Sibling Discount for 3<sup>rd</sup> child  
7% Discount if Fees are paid annually in advance before 30<sup>th</sup> November  
5% Discount if Fees are paid annually in advance before 31<sup>st</sup> January*

LEVEL	7% Discount Before 30 <sup>th</sup> November	5% Discount Before 31 <sup>st</sup> January
Pre-Primary *		
Gr 000	R 27 005	R 27 590
Gr 00	R 36 195	R 36 975
Grade R*	R 43 160	R 44 090
Grades 1* - 6	R 56 070	R 57 275
Grade 7	R 58 630	R 59 890
LSL (Grade 8)	R 61 680	R 63 010
IGCSE (Grade 9 & 10) AS (Grade 11 & 12)	R 68 790	R 70 270
Boarding	R 47 430	R 48 450

**Additional costs:**

**Non-Refundable Acceptance Fee**

Primary School R 3,500.00 - Once off Per Registration  
High School R 5 000.00 - Once off Per Registration

**Annual Payments (Each year)**

Pre-Primary - Grade 7: Annual Registration Fee R 1 025  
Pre-Primary - Grade 7: Classroom Resource Fee R 1 320  
Grade R - Grade 7 - Computer Levy R 735  
Subtotal: R 3 080

Please note:

School fees are compulsory and are payable strictly in advance. The following methods of payment are available:

1. Annual tuition fees paid in full by the end of November for the following year: discounted by 7%
2. Annual tuition fees paid in full on the 31<sup>st</sup> January: discounted by 5%
3. Monthly tuition fees: due and payable on the first of every month over a 10 month period (Jan - Oct).
4. Termly tuition fees: due and payable on the first day of January, May and September.
5. **A full term's notice, in writing, or the equivalent fee in lieu thereof is required prior to the withdrawal of a pupil.**
6. All tours, school excursions and theatre outings are payable when advised of the event.
7. **The above School Fees EXCLUDE Cambridge external exams, some text books, stationery packs and private extra-murals. (The Cambridge External Exam Fees are quoted in £'s and are payable on exam registration at the rate of exchange.)**

**BANK DETAILS**

The Mountain Cottage School: Nedbank Brits. Account Number 1469021153, Branch Code: 187646: NB! Proof of payment to: [accounts@themcs.co.za](mailto:accounts@themcs.co.za) , Reference on Payment: Oldest child in MCS's name and surname

**SECTION D**

**TERMS AND CONDITIONS: ENROLMENT FEE, TUITION FEES, LEVIES AND CHARGES**

A non-refundable once off acceptance fee is payable per learner on acceptance of enrolment. School fees are compulsory and are payable strictly in advance as per the attached Schedule of School Fees, payment options and extras. All tours, school excursions and theatre outings are payable when advised of the event.

**I (parent/guardian) also understand the following (in addition to the terms and conditions already accepted):**

1. I have legal custody and/or guardianship in respect of the above mentioned named learner/s and I am entitled to sign this document and shall be bound hereto both as parent/guardian and in my personal capacity.
2. In terms of family law, parents are jointly and severally liable for the payment of the fees irrespective of their marital status.
3. In the event of non-payments, the School may sue both parents irrespective of maintenance and or/court orders which may exist between the parties.
4. If fees are outstanding Mountain Cambridge School reserves the right to prevent the learner from writing exams, withhold reports, suspend learner or cancel enrolment with immediate effect.
5. All outstanding payments received will be applied firstly to the reduction of interest, tuition fees and fees in lieu of notice, and then the reduction of current fees.
6. Interest at prime bank rate will be charged on all overdue fees.
7. Payments returned by the bank for any reason will attract a surcharge of R100.00
8. The school shall be entitled to instruct its attorneys to attend to the collection of any overdue accounts and the parents shall be liable for all cost incurred.
9. A full term's notice, in writing, or the equivalent fee in lieu thereof is required prior to the withdrawal of a learner.
10. Statement updates will be issued to parents.
11. Should there be a dispute on your statement of account please notify the Administration Office in writing immediately.
12. This agreement falls under the definition of an Incidental Credit Agreement according to the National Credit Act.
13. The signatory hereto chooses *domicillium citandi et executandi* as indicated. In the event of a change of address, parents are to notify the Administration's Office in writing.
14. School fees are increased annually.
15. I understand that the School reserves the right to verify all information supplied to them via this application. In the event of fraudulent documents submitted, the School reserves the right to lay a criminal charge of fraud against any of the parties to his application.

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

**Person responsible for account:**

**Full name:** \_\_\_\_\_

**ID Number:** \_\_\_\_\_

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

## SECTION E

# TERMS AND CONDITIONS FOR ADMISSION

This letter must be co-signed by both parents/guardian(s), confirming acceptance of the Terms and Conditions for Admission to Mountain Cambridge School.

1. Consideration will be given to all applicants. Admission to the school is at the discretion of the Principal or person delegated in the absence of the Principal.
2. No student shall be precluded on the basis of race, colour, gender, religion or creed.
3. Students, who are more than two years than the average age of their grade, will not be considered for enrolment.
4. Parents/guardians are requested to provide information on known disabilities of the students.
5. Applicants must possess the required level of competence to cope with the school's curriculum. The school reserves the right to conduct a scholastic assessment prior to admitting the applicant. Should a scholastic assessment be required, this will be at the parents' expense.
6. Applications will not be considered unless all the required documentation and information is provided.
7. Parent/Guardian acceptance of the Terms of Admission of Mountain Cambridge School provides prior permission to the Principal to arrange random drug tests at his/her discretion.
8. Signing of this document implies that parents/guardians are aware:
  - a) That Mountain Cambridge School's medium of instruction is English.
  - b) That the prospectus and constitution of Mountain Cambridge School is accepted and underwritten.
  - c) That the code of conduct of Mountain Cambridge School is accepted and underwritten.
  - d) That parents/guardians commit themselves to accept the decisions of the Principal regarding the school's organisation and discipline.
  - e) That all complaints regarding rules, regulations, policies and procedures must be directed to the Principal.
  - f) That students are expected to attend all official school days including school events which the school deems compulsory.
9. The following regarding finances is important; on processing the application, the school may undertake a credit check and the school may deem it necessary to refuse acceptance or to charge an additional term's school fees to be held as a deposit and used in the event of a non-payment of school fees.

**FOR OFFICE USE ONLY**

Date application received: \_\_\_\_\_

Date of Assessment:

Principal's Interview: \_\_\_\_\_

Letter of Acceptance: \_\_\_\_\_

Financial Clearance: \_\_\_\_\_

**Check list - For your own use**

Have you done the following:

**Step 1**

Apply for Mountain Cambridge School

- submit MCS application form
- ~Admin fee R300
- If applying for boarding fill in and submit boarding application form
- Mountain Cambridge School Assessment

**Step 2**

Attend personal interview (you will be contacted with date and time upon successful application)

**Step 3 (Successful applicants)**

Upon acceptance into Mountain Cambridge School you will receive an acceptance letter. You will be required to pay the once off, non-refundable acceptance fee (R5000 for High School, R3500 for Primary School) within 14 days of receiving the letter to reserve the space. Failure to pay this will result in your spot being forfeited.

**Congratulations! You are registered as an international student at Mountain Cambridge School!**