

DAM SCHOOL OF CORRESPONDANCE

REGISTRATION FORM

Please download the form, complete it carefully and then fax it to the attention of the Registrar of DAM School of correspondence.

Fax: 011 339 4679 Postal Address: P.O. Box 8792 Johannesburg, 2000 Tel: 011 339 4016

STUDENT DETAILS

Surname Other name(s)

Title Date of birth

Country of citizenship

ID. No. / Passport No

Home Address

e- mail address

Home Tel. Work Tel. Mobile

Details of person responsible for fees

Surname First Names

Title

Relationship

ID. No / Passport No.

Tel: Home Work Tel. Mobile

E – Mail address

Home Residential Address

Address where study materials must be sent

Education

Last school / Tertiary Institution

Year of completion

What did you achieve?

Course you would like to study

SUBJECTS YOU ARE NOW REGISTERING FOR	LEVEL	COST
TOTAL FEES PAYABLE		

The following must accompany this registration form

- Copy of latest school results or certificate for your highest qualification
- Administration fee of R250.00 (non refundable)
- Total Fees payable
- Photo copy of the first two pages of ID/Passport

Account Details

Bank: ABSA Bank
Type of Account: Current i.e. cheque
Account Number: 4060972140
Reference: write your Student Number

Legal declaration of indemnity

- Neither DAM nor any official employee or representative of DAM acting in his/her capacity as such shall be liable for any damage arising out of:
 - The Death, Bodily harm, Loss of Health or illness of any student however caused; and
 - The Destruction of or damage to any property owned by or in the custody of any student, however caused.
- The applicant hereby indemnifies DAM against any claim made against DAM in respect of any damage arising out of the fault of the applicant.

Conditions of registration:

The following terms and conditions are agreed to:

- The student's failure to submit assignments for whatever reason shall no way entitle him/her to a reduction in fees, nor will it absolve him/her or the other signatories to this document from full liability for the payment of fees and other charges.
- The right to do assignments and write exams is not transferable.
- The signatories hereto accept that DAM shall have the right to vary the course syllabus so long as it is in line with NQF requirement

- d) Fees payable to DAM comprise tuition fees for DAM and do not include external and do not include external institute membership fees, examination fees. Furthermore, it shall be the student's responsibility to bear the cost of transport and specialized consumable used during the course including but not restricted to specialized stationery, film/video stock or any other material.
- e) 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 has been registered for examination with such institute or body.
- f) No relaxation, variation or indulgence granted by DAM to other signatories hereto in respect of this agreement shall constitute a waiver of any rights vesting in DAM in terms hereto. Such other signatories further warrant that they have not relied on any term or representation not contained herein.
- g) In the event of the signatories to this agreement, other than DAM having completed this form incorrectly or the payment details herein not being in accordance with the requirements of DAM, the such incorrect information or payment details shall be deemed to have been amended so as to be in accordance with the requirements of DAM, without further notice.
- h) DAM shall be deemed to include any division of DAM or any other juristic person to whom the rights and obligations of DAM, as contained herein may be ceded and/or assigned.

Conditions

1. A R250.00 Administration fee is payable on enrolment and is non-refundable.
2. The student and sponsor undertake to pay legal collection costs on an attorney and client scale. Including collection commission and tracing fees, should DAM Business College institute action for recovery of any arrears amounts.
3. The student and sponsor choose as their domicillium citandi, their physical address for the purpose of service of any courts processes. Summons and notices, should legal flow from this agreement.
4. This is full agreement between the parties, and no indulgence granted by DAM will be deemed to be a waiver of any rights of DAM or operate as an estoppels.
5. No variation or consensual cancellation of this agreement will have any force or effect unless reduced to writing and signed by both parties.

I _____ I.D.NO. / Passport No _____
 (The student or Parent/Guardian if student is under 21 years of age)

Hereby agree to be liable/jointly and severally liable for the contract amount, subject to the policy and conditions and stipulated overleaf. I/We further agree that failure to submit assignments will not reduce my liability under this contract.

Signature: _____ Signature: _____
 (Student) (Guardian or Parent)

Date _____ (Parent / Guardian of: _____
 Date: _____