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**APPLICATION FOR ADMISSION FORM: 2026 – GRADE 10**  
**TUTORING AND SUPPORT SERVICES**

(KINDLY FILL IN ALL DETAILS IN BLOCK LETTERS)

**LEARNERS PERSONAL DETAILS**

|                      |                   |
|----------------------|-------------------|
| SURNAME:             | FIRST NAMES:      |
| RESIDENTIAL ADDRESS: | POSTAL ADDRESS:   |
|                      |                   |
|                      |                   |
| TEL HOME:            | DATE OF BIRTH:    |
| CELL NO:             | ID No:            |
| EMAIL:               | COUNTRY OF BIRTH: |

**PARENT/GUARDIAN DETAIL**

|  | FATHER/GUARDIAN | MOTHER/GUARDIAN |
|--|-----------------|-----------------|
| SURNAME  |                 |                 |
| FIRST NAMES  |                 |                 |
| ID NUMBER  |                 |                 |
| MARITAL STATUS   |                 |                 |
| RESIDENTIAL ADDRESS  |                 |                 |
|  |                 |                 |
|  |                 |                 |
| POSTAL ADDRESS   |                 |                 |
|  |                 |                 |
|  |                 |                 |
| OCCUPATION   |                 |                 |
| TEL HOME   |                 |                 |
| TEL WORK   |                 |                 |
| CELL No  |                 |                 |
| EMAIL  |                 |                 |
| PERSON RESPONSIBLE FOR PAYMENT (Mark relevant column with a X) |                 |                 |

**ADDITIONAL DETAILS**

|   |  |
|---|--|
| CONTACT PERSON                          |  |
| TELEPHONE NO                            |  |
| DETAILS OF PERMANENT ILLNESS/DISABILITY |  |
| DETAILS OF PERMANENT MEDICATION         |  |

**DOCUMENTS REQUIRED (Mark with X if attached)**

| DOCUMENT                              | ATTACHED |
|---------------------------------------|----------|
| Certified copy of Learners ID         |          |
| Successfully completed Grade 9 report |          |

**CHOOSE SUBJECTS TO BE TAKEN BY THE LEARNER**

| SUBJECT OPTIONS  |                                     | Tick box to select       |
|--|-------------------------------------|--------------------------|
| Compulsory Subjects  | English Home Language               |                          |
|  | Afrikaans First Additional Language |                          |
|  | Life Orientation                    |                          |
| Mathematics (choose only 1)  | Mathematics                         | <input type="checkbox"/> |
|  | Mathematical Literacy               | <input type="checkbox"/> |
| Electives *<br>(Choose 3 electives – certain restrictions may apply) | Accounting                          | <input type="checkbox"/> |
|  | Business Studies                    | <input type="checkbox"/> |
|  | Computer Applications Technology ** | <input type="checkbox"/> |
|  | Geography                           | <input type="checkbox"/> |
|  | Life Science                        | <input type="checkbox"/> |
|  | Physical Science                    | <input type="checkbox"/> |
|  | Tourism                             | <input type="checkbox"/> |

\* A minimum of 5 learners is required for a subject to be offered.

\*\* All software required not included. Own laptop required.

**FEES STRUCTURE**

| ITEM  | AMOUNT          |
|---|-----------------|
| <b>1. Curriculum Costs – lump sum payment to ELITE on confirmation of admission. Excludes text books.</b> | <b>R7000</b>    |
| <b>2. Tutoring and Support Services - monthly instalments</b>   | <b>R3360 pm</b> |
| <b>3. SACAI Registration- amount payable to SACAI</b>   | <b>R252</b>     |
| <b>4. Registration Fee – once off</b>   | <b>R500</b>     |

**STANDARD AGREEMENT: TERMS AND CONDITIONS**

- SAS Education (Pty) LTD (2019/008024/07) trading as Elite Learning Centre (herein further referred to as ELC) sells educational products and services that includes but is not limited to tutoring services, study materials, educational programmes, exams, assignments and support and administrative services.
- For the purposes of this agreement:
  - “Legal Guardian” shall mean (a) the parents of the learner, or (b) the person that has legal custody of the learner, or (c) the person who has undertaken to make payment for all amounts due to ELC in respect of the provision of products and services.
  - Tutoring is described as such instructions, actions or inactions carried out, with the intent to completing a particular task using a combination of different methods which includes but is not limited to supervised sessions, unsupervised sessions by the learner working on his/her own, group sessions, discussion sessions, one on one sessions, practical demonstrations, online lessons and pre-recorded video lessons.
  - “Term” shall mean the periods of time each year, as determined by the ELC, when the ELC is open for tutoring sessions.
  - “Code” shall mean the latest version of the Code of Conduct as published on the ELC website.
- The Legal Guardian undertakes to ensure compliance with any applicable requirements of the South African Schools Act, 84 of 1996 (as Amended) (“the Act”).

4. Admission is at the sole discretion of the ELC.
5. The completion and submission of the admission form does not constitute admission of the learner or an agreement between ELC and the Legal Guardian. The agreement shall be deemed concluded and the admission of the learner confirmed only when it is signed by an authorised representative of ELC.
6. The ELC shall not be required to provide the Legal Guardian a copy of the signed agreement, unless, specifically requested to do so by the Legal Guardian.
7. The Legal Guardian shall be required to conclude a separate agreement for each academic year. The agreement shall subsist for a maximum period of 1 (one) academic year starting from the date of admission to the end of the academic year as determined by the ELC.

#### **TUTORING SESSIONS, ASSESSMENTS AND EXAMINATIONS**

8. The Legal Guardian acknowledges that the total work to be done in terms of the syllabus will be completed through tutoring services offered by the ELC and by independent work done by the learner.
9. The number, timing and content of Tutoring sessions will be informed by internal norms, complexity of the material and the costs of tutoring sessions. Whilst requests for additional sessions from learners and tutors will be considered, the final decision on the number of tutoring session rests with the ELC.
10. The ELC may, at its discretion, for operational reasons, change the date and time at which specific items will be completed.
11. Attendance of tutoring sessions is at the discretion of a learner. The ELC does not maintain a record of attendance.
12. Where the learner misses scheduled tutoring or persistently arrives late for tutoring sessions or where in the opinion of the ELC staff the learner is not interested or diligent in the completion of tasks, the ELC may consider any or all such work not covered due to such absence or negligence as completed. The responsibility for ensuring the completion of such work is then that of the Legal Guardian.
13. The Legal Guardian acknowledges that assessment tasks must be completed within the given timeframe.
14. The Legal Guardian acknowledges that all internal examinations shall be administered on the premises of the ELC and at scheduled times.
15. The Legal Guardian acknowledges that the timely completion of all the tasks requires the cooperation of the learner, the Legal Guardian and the staff of the ELC.

#### **FEES**

16. The total costs to the Legal Guardian are made up as follows:
  - a. Curriculum costs;
  - b. Tutoring and support fees;
  - c. SACAI registration fees; and
  - d. Examination Centre fees (if applicable)
  - e. CAT / IT- Computer hire costs (if applicable)
17. The cost of the curriculum shall be paid in one lump sum amount within 7 days of the date of confirmation of admission.
18. The cost of prescribed books is not included in the cost of the curriculum and is a separate cost to the parent.
19. The tutoring and support services is the total amount due for the academic year and that non-attendance by the learner, for whatever reason, shall not in any way diminish the Legal Guardian's responsibility to pay the total amount due.
20. The fees due for Tutoring and Support Services is subject to the following:
  - a. A maximum early bird discount of 2.5% of the fees due may be deducted provided that the full remaining amount due is paid by or on the 28 February 2026.
  - b. Fees are payable in equal monthly instalments ending in November 2026.
  - c. All fees must be paid in advance by the 7<sup>th</sup> of each month.
  - d. Only EFT payments are accepted.
  - e. Learner accounts will be charged the full bank charges for any Cash and Cheque deposits.
  - f. No receipts will be issued for EFT payments.
  - g. Cash notes may be paid at the ELC premises. A receipt will be issued for the amount paid.
  - h. Where the monthly payment is the opinion of ELC considered to be irregular, the ELC, may in its sole discretion, insist that the Legal Guardian conclude a separate Debit Order arrangement in favour of the ELC.
21. The fees due to SACAI are to be paid to ELC at the latest three (3) working days before the due dates set by SACAI.
22. A separate examination venue fees is payable for any exam taken outside of the ELC premises. The exact amount due shall be communicated to the Legal Guardian and shall be paid into such bank account on or before the due date indicated in the said communication.
23. A separate fee for the hire of a computer for the end of year examination is payable by all learners registered for CAT or IT.
24. The ELC reserves the right to exclude your child \ ward from all ELC activities including examinations if the fees are not up to date.
25. The Legal Guardian accepts personal responsibility for the full fees due.

#### **WITHDRAWAL OF LEARNER**

26. A notice for the withdrawal of a learner must be given in writing to the Centre Manager.
27. The application for withdrawal of the learner must be signed by both parents/guardians listed above.
28. The Legal guardian hereby accepts that the ELC requires a notice period of one full term and agrees to give a full term's notice should the learner be withdrawn from the ELC. The Legal Guardian acknowledges and accepts that should he/she fail to comply with this requirement he/she shall nonetheless still be liable for the payment of one term's fees, or part thereof, as the case may be, in lieu of the required notice period.
29. The Legal Guardian acknowledges and accepts that he/she is liable for fees during the notice period.
30. Where the learner's fees were paid in full prior to the withdrawal of the learner, the refund due to the learner shall be calculated on a pro-rate basis after taking into account the notice period requirement and the months attended.
31. For the purposes of the calculation referred to in 29 above, all discounts or concessions that may have been given, shall be reversed and the calculation shall be based on the full amount due.

#### **CODE OF CONDUCT**

32. The Legal Guardian acknowledges that he/she and his child/ward has read and understood the Code and hereby agree to abide by the rules, regulations and disciplinary measures contained therein.
33. The Legal Guardian accept that it is his/her duty to enforce and re-in force the provisions of the Code and hereby undertake not to undermine the efforts of the Centre in this regard.

#### **SEARCH AND SEIZURE FOR DRUGS/HARMFUL SUBSTANCES**

