



NORTHLANDS GIRLS' HIGH SCHOOL

Place
Photo
Here

16 Cadogan Drive
Durban North 4051
KwaZulu-Natal South Africa
Tel: +27(0)31 571 1100
Fax: +27(0)31 564 5844

PO Box 20006
Durban North 4016
KwaZulu-Natal South Africa
email: nghs@nghs.co.za
www.nghs.co.za

APPLICATION FOR ADMISSION IN 2027

Learner's full name _____
Grade applied for _____
Current school _____

Return this application, by hand, to the above address with **original certified copies** of each of the following documents: **(incomplete applications will not be processed)**

- | | |
|--|--------------------------|
| 1. Learner's Unabridged Birth Certificate | ☐ |
| 2. Learner's latest School Report | ☐ |
| 3. Immunisation Record | ☐ |
| 4. Proof of residential address - rates/water/lights account, a lease agreement or deed of sale (an affidavit is not acceptable proof of residence) | ☐ |
| 5. ID of both parents / guardian (if applicable- copy of court ruling) | ☐ |
| 6. Recent passport sized photograph of Learner | ☐ |
| 7. Finance Clearance Certificate / Current School Fee Statement | ☐ |
| 8. Proof of earnings (latest payslip / bank statement) | ☐ |

Note: The official language for teaching and learning is English

**NOTE: Submission of this application does not
guarantee/constitute admission to this school.
Applications with fraudulent documents will be disqualified.**

PARTICULARS OF LEARNER		
Surname		
First name		Middle name
Name by which Learner is known (if not first name)		
Date of birth	Current age	
ID / Passport number	Citizenship	
Religion	Home language	
Race	Dexterity: Left-handed or Right-handed	
Current school	Current grade	
Suburb	Telephone number	
Town		
Learner's residential address		
Which parent does learner reside with? Mom Dad Both Parents		
Names of brothers/sisters	Age	School
Sisters presently at Northlands Girls' High School? YES / NO. If YES, give details		
Name	Grade	House
Is any family member a past Learner? YES / NO. If YES, maiden name Year House		

TO BE COMPLETED ONLY IF THE LEARNER IS AN IMMIGRANT	
Date of entry	_____
Country of origin	_____
Residence / Study permit number	_____
(Documents must be produced at the interview)	

HEALTH PARTICULARS	
Has the Learner any physical impairment or medical condition that the school needs to be made aware of?	
YES	☐
NO	☐
If YES, please provide further information _____	
How does this affect her? _____	
Does the Learner take any prescribed long-term medication?	
YES	☐
NO	☐
If YES, what medication? _____	

LEARNER PROFILE

A brief resumé of achievements, including sporting and cultural activities.

1. Academic:

2. Leadership:

3. Co-curricular (school):

4. Co-curricular (out of school):

PARTICULARS OF PARENTS

Biological Father	Biological Mother	Legal Guardian (if applicable)
Title	Title	Title
Surname	Surname	Surname
First name	First name	First name
Middle name	Middle name	Middle name
Relationship to Learner	Relationship to Learner	Relationship to Learner
Residential address	Residential address	Residential address
Rent / own these premises?	Rent / own these premises?	Rent / own these premises?
Period living at this address	Period living at this address	Period living at this address
Preferred postal address	Preferred postal address	Preferred postal address
Work telephone number	Work telephone number	Work telephone number
Cell number	Cell number	Cell number
Home telephone number	Home telephone number	Home telephone number
Email address	Email address	Email address
ID number	ID number	ID number
Occupation	Occupation	Occupation
Employer name and address	Employer name and address	Employer name and address
Signature	Signature	Signature

Emergency Contact (not living at the same address):

MARITAL STATUS OF PARENTS

MARRIED:

DIVORCED: (Date of Final Order)

Name of Legal Guardian

Name of person who has custody of the child

Should the other parent have contact with the child?

WIDOWED: (Copy of Death Certificate required)

NEVER MARRIED:

SUBJECT SELECTION			
Grade 8 & 9			
1.All subjects for Grade 8 and 9 are compulsory. However, your daughter must select one of the First Additional Languages on offer, i.e. Afrikaans First Additional Language or isiZulu First Additional Language			
First Additional Language: Afrikaans		isiZulu	

It was resolved at the School Annual General Meeting that school fees be due and payable at the start of the scholastic year by not later than 31st January.

Terms of Payment

If school fees are paid in Full, discounts for full payment will be approved at the AGM.

School fees can also be paid Quarterly in advance or 10 monthly payments in advance via EFT or Debit order. Should you wish to make payment by debit order, please complete the debit order section below.

PAYMENT OF FEES BY DEBIT ORDER FORM FROM 01 JANUARY 2027 to 01 OCTOBER 2027

NAME OF BANK	BRANCH NO	ACCOUNT NUMBER	MONTHLY INSTALMENT

I hereby request and authorise you to draw against my account with the abovementioned bank or financial institution for School Fees, as indicated above, the amount necessary in payment of the monthly instalment, on the 1st day of each and every month commencing on 1 January and continuing until 1 October. All such withdrawals from this financial institution by you shall be treated as though they have been signed by me personally. I agree that this amount shall be amended from time to time by the school.

I agree to pay any financial charges to this debit order instruction.

This authority may be cancelled by me by giving you thirty days' notice in writing, sent by prepaid registered post, but I understand that I shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force if such amounts were legally owing to you.

I understand and agree that if my debit order is not honoured, even once, Northlands Girls' High School may cancel it and take appropriate legal action with regard to the unpaid amount. Receipt of this instruction by you shall be regarded as receipt thereof by my bank/building society.

Signed at..... on this day
of.....20..... Signature as used for signing on Account as Account
Holder.....

If any parent/s default or fail to pay any single instalment by the due date, then the whole amount that is outstanding will become immediately due and payable.

Payment of Public School Fees

I / we as parent/s accept the following:

1. I/we authorise the school to do credit bureaux searches on me/us and in the event of any school fees being unpaid, I/we authorise the school to inform any relevant credit bureaux and have my/our name/s listed with them.

Parent 1: Name

Signed on this day of 2026

Signature

Parent 2: Name

Signed on this day of 2026

Signature

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Tel: +27(0)31 571 1100



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FINANCE CLEARANCE CERTIFICATE

Please print and submit this form to your current School Principal or Bursar/Finance Department for completion and signature. Please scan and upload to the online Application for Admission Form.

Name of Learner: _____

Name of Person Responsible for Fee Payment: _____

ID / Passport No. of Fee Payer: _____

Name of School where Learner is Currently Enrolled: _____

Annual School Fee Amount: R _____

Fees Paid to Date: R _____

Fees Outstanding: R _____

Comment: _____

This is to certify that the fee payer has paid the school fees as indicated above.

Signature of Principal / Bursar

Date



TERMS AND CONDITIONS OF ACCEPTANCE

DEFINITIONS AND INTERPRETATION

In these Terms and Conditions of Acceptance, the following words shall have the following meanings:

- 1.1 "the Act" means the South African Schools Act No 84 of 1996, as amended;
- 1.2 "Parent" means the parent or guardian of a learner, the person legally entitled to custody of a learner or the person who undertakes to fulfill the obligations of a parent;
- 1.3 "the Learner" means the daughter of the parent in respect of whom application has been made to attend the school;
- 1.4 "SGB" means the School Governing Body;
- 1.5 "School Fees" means school fees as contemplated in terms of section 39 of the Act;
- 1.6 "the Application" means the written application for admission submitted to the school;
- 1.7 "The School" means Northlands Girls' High School;
- 1.8 "Days" means weekdays and does not include weekends, public holidays and school holidays.

2. ACCEPTANCE DEPOSIT

- 2.1 An acceptance deposit is an amount determined by the SGB from time to time and is payable within 14 days of receiving notice in writing that the learner has been accepted at the School.
- 2.2 This acceptance deposit will be credited to the first term fee account.

3. ADMISSION CRITERIA

- 3.1 Any application for admission shall be subject to the admission criteria determined by the SGB from time to time and to the Admission Policy for Public Schools as regulated in terms of the Act.
- 3.2 Completion and submission of the application form is not an automatic guarantee that the Learner will be accepted at the School.
- 3.3 Admission to the school will only be considered once all the necessary documentation required by the school has been signed and the acceptance deposit paid.

4. DOCUMENTS

The Parent declares that all particulars furnished in connection with the Application are true and correct and acknowledges that any information (whether with the intention to deceive or not) made by the Parent or Learner will render the application null and void, and the School reserves the right to refuse admission to any Learner whose acceptance was based on incorrect information.

5. IN LOCO PARENTIS

While the Learner is involved in any School activity, on or off the School premises, the Principal (or his appointed staff member) shall act in loco parentis. This shall include the granting of consent for medical treatment in the case of an emergency, once all reasonable efforts to contact the Parents have been made.

6. CONSENT

The Parent hereby irrevocably gives consent for the Learner to take part in any and all activities of the School, whether conducted on the School premises or not, including, but not limited to, all tours and excursions, extra mural and sporting activities.

The Parent agrees and accepts that all such activities shall be undertaken at the Learner's own risk.

7. DAMAGE/ LOSS TO SCHOOL PROPERTY

- 7.1 The Parent shall be responsible for all costs incurred by the School of whatever nature in respect of any damage done or loss caused by the Learner to any School property.
- 7.2 The Parent agrees to return all books and other property belonging to the School when called upon by the School or to pay the equivalent of the replacement costs should the Learner fail to return such books or property.

8. INDEMNITY

The parent hereby irrevocably indemnifies and agrees to hold harmless the SGB, each member of the SGB, the School, the Principal, all educators and all support staff employed at the school (or any other person who assists in the performance of any task on behalf of the School) against any injury, loss or damage of whatever nature suffered or sustained (directly or indirectly) by the Learner or to any property belonging to the Learner or the Parent, while at the School or on the School premises or while involved in any School activity, including while being transported to or from any School activity.

9. GOVERNANCE AND PROFESSIONAL MANAGEMENT OF THE SCHOOL

- 9.1 The parent acknowledges that in terms of the Act, the Principal is responsible for the professional management of the school.
- 9.2 The Parent acknowledges that in terms of the Act, the SGB is empowered to make all decisions the governance of the School and such decisions are binding on the Learner and the Parent where applicable.

10 CODE OF CONDUCT

A Learner accepted at the School is obliged to sign and to adhere to the School Code of Conduct, a copy of which shall be provided to the Learner and Parent on acceptance to the School. Failure to adhere to the terms of the School Code of Conduct will result in disciplinary action being taken against the Learner. By making an Application for the learner to attend the School, a Parent acknowledges that they have read the Code of Conduct and that they fully support the School in the implementation of the Code of Conduct.

11 LANGUAGE POLICY

By applying for the Learners admission to the School, a Parent acknowledges that they are aware that English is the medium of instruction at the School and that Afrikaans and Zulu are offered as second subjects only.

12. PARENTAL OBLIGATIONS

The parent shall be obliged to:

- 12.1 inform the School of any change of address or telephone numbers;
- 12.2 provide the school with an emergency contact number;
- 12.3 inform the School in case of any infectious illness in the Learner's household;
- 12.4 ensure that the learner attends school regularly (everyday);
- 12.5 furnish a doctors certificate should the Learner be absent from school for more than two consecutive days. Absenteeism for less than two days shall be supported with reasons in writing
- 12.6 ensure that the Learner complies with the School Code of Conduct and such other rules and regulations as may be promulgated by the SGB from time to time;
- 12.7 respect the tradition, character and moral ethos of the School.

13. RIGHT OF SEARCH

The Parent acknowledges that the Act authorizes the Principal or an educator, upon reasonable suspicion and in the manner as set out in the Act, to conduct a search of the Learner or property in possession of the learner for a dangerous weapon, firearm, drugs or harmful dangerous substance, stolen property or pornographic material brought on the school property, and the Parent here irrevocably agrees to such search of the Learner.

14 NOTICE

Should the Learner be removed from the school for whatever reason, a full terms notice in writing shall be given to the School. Should proper notice not be given, the Parent shall be liable to pay one terms school fees in lieu of notice.

15. LEGAL LIABILITY

- 15.1 The Parent acknowledges that the School is a fee paying school as determined by a resolution adopted by the majority of parents attending the annual budget meeting.
- 15.2 The Parent further acknowledges that prior to submitting the Application they have been informed of the annual school fee and the equitable criteria and procedures for the conditional, partial and / or total exemption from the payment of school fees as intended by the Act.
- 15.3 Do you wish to apply for an exemption at this stage: Yes ☐
No ☐
- 15.4 A Parent acknowledges and agrees that they are liable to pay the school fees unless or to the extent that they have been exempt from payment in terms of the Act.
- 15.5 The Parent understands that non-payment of school fees may result in legal action being taken against either or both Parents

16. SCHOOL FEES

- 16.1 Annual school fees are due and payable upon commencement of the first school term each year.
- 16.2 Should a Parent elect to make payment of the school fees in instalments, a debit order form MUST be completed
- 16.3 Should a Parent elect to make payment in instalments, and should any one instalment not be paid on due date, the full amount shall then become due, owing and payable.
- 16.4 In the event of any payment in respect of school fees not being paid on the due date, the School shall be entitled, at its election, to charge the Parent interest on the overdue amount at the rate equal to 2% above the prime bank overdraft rate charged by the schools' bankers from time to time. Such interest shall be calculated from the date on which such amounts fall due to date of payment of the amount outstanding.
- 16.5 The parent understands that non-payment of school fees could result in a parent's name being listed as a non-payer with a credit bureau.
- 16.6 The parent understands that should the school fees fall into arrears this could result in the school undertaking a credit check on either or both parents.
- 16.7 The School may charge, at its discretion, an administration fee per transaction where cheque/debit order payments are returned unpaid by the banks.
- 16.8 The Parent consents to the jurisdiction of the Magistrates Court in the event of legal action being instituted against them arising from this Application. The Parent further undertakes to pay all legal costs on the Attorney/Client scale incurred by the School in enforcing these terms.

- 16.9 No indulgence, waiver or failure of the School to enforce any of the terms of this Application shall affect its rights or prevent it from enforcing them thereafter.
- 16.10 The parties choose as their domicilia citandi et executandi for all purposes under this Application, the following addresses where they will accept all notices or legal process: the School — Cadogan Drive Durban North, the Parent — the address as stated on the third page of the Application.
- 16.11 Any written notice sent to the parents domicilium address, by pre-paid registered post, or handed to the learner to deliver to the parent, shall be deemed to have been received by the parent on the 3rd business day after posting or the day of handing to the learner as the case may be.
17. PUBLISHING OF PHOTOGRAPHS
The school reserves the right to publish photographs and video footage of the pupil's subject to the approval of the Principal or his delegate.
18. PROTECTION OF PERSONAL INFORMATION ACT NO 4 OF 2013
Please indicate by ticking the appropriate box if the school is allowed to share personal details for Fund Raising purposes. YES ☐
NO ☐

We the undersigned, being the parent / guardian of the learner identified in this application, do hereby irrevocably acknowledge and agree that we shall be bound by the terms and conditions of acceptance as set out herein.

Signature of Father / Guardian / Responsible person

Signature of Mother / Guardian / Responsible person

Print Name: _____ Date: _____

Print Name: _____ Date: _____