

ENROLMENT FORM 2024

How did you hear about us?

Flyer ☐ Gumtree / OLX ☐ SMS ☐ Facebook ☐ WhatsApp ☐ Referral ☐ Other ☐

Choose learning option

Online ☐ Face to face ☐ Both ☐

SECTION A - Student Details

Year of study: 1st ☐ 2nd ☐ 3rd ☐ Honours ☐ Masters ☐

Title: Surname: First Name/s:

Date of Birth: Gender: Male ☐ Female ☐

ID/Passport Number:

Nationality:

UNISA Student Number:

SECTION B - Contact Details

Tel No.: Cell No.:

Residential Address:

Code:

Postal Address:

Code:

Email Address:

SECTION C - ☐ Sponsor / ☐ Next of Kin Details

Surname: First Name/s:

Tel No.: Cell Nos.:

ID Number: Relationship:

Email Address:

SECTION D - Employer's Details (If Applicable)

Company Name:

Trading As:

Contact Person: Position:

Tel No.: Email Address:

SECTION E - Preferred Learning Session

Full Time ☐ Part Time - Evening ☐ Part Time - Weekend ☐ Block Classes ☐

SECTION F - Student Modules

Modules Registered with UNISA

Modules Registered with us

FEES STRUCTURE

Group Classes Fees		Private(one-on-one) Classes Fees	
Registration	R 400.00	Registration	R 400.00
First Year Modules	R 1500 .00	R 250.00 per hour, 2 hours minimum per session.	
Second Year Modules	R 1600.00	Minimum number of sessions might be	
Third Year Modules	R 1700.00	Stipulated on certain modules before registration.	
Honours and year modules prices to be advised on registration		On honours modules prices to be advised on registration	

Available Discounts

Cash discount – 5%	Returning students – 5%	Registering 4 and above modules – 5%
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N.B Discounts do not apply on registration fee.

You are entitled to R300 discount for each student you refer to us for registration, remember to claim your referrals.

Banking Details (Use Name and Surname as reference)

Account Name	TUTORIALS CAMPUS
Bank Name	FNB
Account Number	62622255778
Branch Code	250655
Branch Name	Carlton Centre
Swift Code	FIRNZAJJ
Account type	Business Cheque Account

TUTORIALS CLASSES WILL RUN FOR A MINIMUM OF 30 HOURS. THE 30 HOURS INTENSIVE CLASSES WILL EFFECTIVELY COVER & REVISE THE CONTENT OF EACH MODULE, ASSIST STUDENTS WITH THEIR ASSIGNMENTS AND GUARANTEES EXAM SUCCESS.

CATCH-UP classes will be provided for the group classes in the case where extra tuition is necessary.

EXAM REVISION CLASSES

TWO WEEKS INTENSIVE REVISION BEFORE EACH EXAM WILL BE PROVIDED USING PAST EXAM QUESTIONS AND SOLUTION AS WELL AS THE ASSIGNMENT QUESTIONS AND MEMO.

DISCLAIMERS

TUTORIALS CAMPUS is a private tutorial service provider and not part of UNISA, our services provide a solid understanding through practical experience and increase exam success.

For Administration Use Only

Name:

Date:

Signature:

Notes:

Terms and Conditions

The signatory to this contract acknowledges and understands that:

1. Non-refundable admin fee of R400.00 and at least the first instalment of 50% (of the total fees) must be paid before full access to classes is granted. The remaining amount must be paid up at most two instalments according to the agreed arrangement with the administrator.
- 1.1. In the case where instalment payments are applicable, the "AGREED PAYMENT PLAN" section must be filled with respect to the remaining amount, the student and the person responsible for making payments must submit Copy of IDs and if a company is responsible for the payments they must provide an undertaking in writing on company letterhead.
2. Failure by student to attend any classes will not reduce his/her liability with respect to the contract.
3. Should the student miss any classes it is his/her obligation to arrange and bear the cost of catch-up classes with the lecturer that will be assigned to do so by the management. This arrangement must be done on time to avoid further overlapping of more classes.
4. CATCH-UP classes are not compulsory and not part of our obligations with respect to the contract but will be provided as a token of our goodwill & commitment towards student's exam success.
5. A minimum of three registered students are required to start running a module for group classes.
6. The learner undertakes to settle his/her account in time and acknowledges that access to classes may be denied as a result of none or late payment. Students who fail to pay after the negotiated dates will be handed over for debt collection with 30% initial increment and 10% increment compounded annually, with the possibility of being black-listed.
7. Under no circumstances should refund be granted to students.
8. In the case where student makes a payment and for some genuine reasons is unable to attend the classes. The amount can be credited for him/her to use for the next semester, as long as he/she hasn't attended any sessions. This credit will only be valid for a period of two semesters after which no further claims can be made by the student.
9. Students are expected to bring their own laptops and/or any other instruments for all the modules which involve the practical use of computers/instruments. Neither Tutorials Campus nor its employee/s or representative shall be held liable to any minor or serious bodily harm or damage/loss of property of the learners.
10. Full time registration requires a minimum of three modules.

Agreed Payment Plan

Semester Fee R		Balance brought forward R	Total R
Payments	Date	Amount	Notes
1 st Payment			
2 nd Payment			
3 rd Payment			
4 th Payment			

I _____ ID Number _____ have registered for _____

modules with Tutorials campus which amount R _____, and have agreed on the above payment plan.

I understand and acknowledges that failure to honour (none or late payment) the agreed payment plan can or might result in the full or partly suspension of access to classes and/or other supporting resources.

This amount must be paid up before or on DD-MM-YYYY.

Student Signature

Date

Campus Administrator Signature

Date