



Registration Form and Contract of Enrolment
Diploma Studies
2nd year enrolment

eta Pretoria Campus

Street Address

Sax Building, Southdown,
John Vorster Road, Centurion, Pretoria

Mailing address

Postnet Suite 363, Private Bag X 15,
Menlo Park, 0102

Contact details

Tel: 082 782 9763
Fax: 086 506 4788

Email: pretoria@etasa.co.za

Banking details

Exercise Teachers Academy PTY Limited

Bank Name: **Nedbank Limited**

Branch Name: **Sea Point**

Branch Code: **106909**

Account No: **1069 340 324**

IMPORTANT POINTS FOR COMPLETING THE FORM

1. Please **read the conditions of registration** before you complete in the form (page 6)
2. This document must be **completed and signed** by the student and or legal guardian of the student as well as the person responsible for paying tuition fees
3. Only **one form** should be submitted.
4. Use a **black pen** only and mark with a ✓ (tick) where required (unless you are asked to circle)
5. With this registration form, you must pay the non-refundable registration fee (refer to course fees)
6. You must submit one **ID photo** with the registration form.
7. Ensure that you complete all the personal details required and you do so accurately. Omission or errors will delay the processing of your registration.
8. If you are a South African citizen or have permanent residence, fill in your South African ID number. If you are not a South African citizen, please supply your passport number.
9. The **eta** does not discriminate against any person based on their race or ethnicity. The only reason you are required to complete questions related to race or ethnicity is that it is mandatory for statistical purposes of SA citizenship, as well as for records with the Department of Education and with THETA.

ADMISSION CRITERIA TO SECOND YEAR

Students applying for 2nd year of studies must ensure that their 1st year studies are up to date and 1st year assessment requirements are being met.

GUARANTOR DETAILS

1. The person that will be responsible for the course fees and payment of accounts must fill in all the required information.
2. Please note that the payer may be required to provide credit references and be subject to a credit check if not paying full course fees.
3. The **eta** holds the right to disqualify the application should the information inserted on the application from found to be illegal or incorrect.

ACKNOWLEDGEMENT and DECLARATION

1. Ensure that the applicant signs this section, if over 18, or parent / legal guardian if under 18.
2. Unsigned applications will not be accepted.

Once you have completed this form and been accepted for the 2nd year of study, you will need to ensure that the campus has a copy of your signed code of conduct, if not, please complete and sign the **eta** student code of conduct

1. Course type (select the type of course you are enrolling for by circling your preference below)

Full time studies	Part time studies
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2. Personal details of student (please ensure you correctly fill in you details on the spaces in the form)

Title				
First name				
Middle name				
Surname				
RSA ID or alternative ID				
Ethnicity (this information is required by the Department of Education for statistical purposes) circle one below				
African	Coloured	Indian/Asian	White	Other
Gender (circle)	Male	Female	Nationality	
Date of birth			Current age	
Citizenship/ Residence circle one below				
South African	Permanent Resident	Dual citizenship	Foreigner	
Home language				
Disability status				
Specific requirements for your disability (if relevant)				
Socio-economic status: (this information is required by the THETA) circle one below				
Employed	Unemployed	Student	Learner(learnership)	Other
Occupation if employed				

3. Contact details (please ensure you correctly fill in you details on the spaces in the form)

Mobile	Home	Work	Fax			
Email address						
Preferred method of communication (circle preference)	Email	Fax	Mobile	Post	SMS	Phone
Postal address						
					Postal Code	
Street address						
					Postal Code	
Preferred address for mailing (circle preference)	postal address		physical/street address			

4. Medical emergency details

Medical aid (name of Medical Aid company if applicable)	
Emergency contact details (the person we call in case of an emergency)	
Phone number of emergency contact person	

5. Details of parent/guarantor or person responsible for payment of the tuition fees

Parent/Guarantor details (indicate nature of relationship to the student)			
Title			
First name			
Surname			
ID number			
Postal address			
		Postal code	
Mobile	Home	Work	Fax
Email address			
Street Address			
		Postal code	
Name of Employer			
Contact details of employer			
Mobile	Home	Work	Fax

6. Choice of qualification; place a tick in one of the three tables below, next to the qualification of your choice

Diploma in Coaching Science (2nd year)					
In your <u>second year</u> , you will continue with your two specialisations by completing the federation's coaching or technical officiating course. Indicate your preference by circling one of each below (not included in course fees)					
Coaching:	Cricket	Football	Hockey	Netball	Rugby
Technical officiating:	Cricket	Football	Hockey	Netball	Rugby

Diploma in Fitness (2nd year)		
For your <u>second year</u> , select one of the following specialisations (included in course fees)		
Exercise Specialist (working with pregnant clients, children & youth, older adults and over weight clients)	Sport Conditioning Trainer (working with athletic conditioning)	
If you wish to do additional specialisations , we need to book these for you - they are NOT included in the course fees. Circle your choice of any additional first year specialisations and refer to the Course Fee schedule for additional costs		
Aerobics /Step & Tone (group fitness classes to music)	Indoor Cycling (stationary cycle classes to music, known as "Spinning")	Pilates (basic mat classes)
Yoga (level 1)	Sport Massage (level 1)	Sport Psychology

Diploma in Sport Management (2nd year)	
The following specialisations are included in the course fee	
1 st year	Sport event planning and implementation
2 nd year	Sport Stadium management marketing

7. eta 2nd year clothing, please circle your preferred size; you are required to wear eta uniform for campus and field work.

T-shirt	S	M	L	XL	XXL	XXXL
Training vest	S	M	L	XL	XXL	XXXL
Rain jacket	S	M	L	XL	XXL	XXXL

Exercise Teachers Academy (Pty) Ltd Registration No. 2005/021935/07

CONDITIONS OF REGISTRATION

*These Conditions of Registration ("**Conditions**") apply as between the applicant ("**Student**") registering for their chosen course and Exercise Teachers Academy (Pty) Ltd ("**eta**"). These Conditions must be read with the Guidelines to Completing the **eta** Registration Form ("**Guidelines**") to which these Conditions are attached.*

1. FEES PAYABLE:

1.1 The fees payable to eta in respect of the study of the courses comprise the following:

- 1.1.1 The non-refundable registration fee, payable immediately on submission of the application form annexed hereto;
- 1.1.2 The non-refundable learning resource pack fee, payable before or on the 1st day of the orientation week which will be stated on the *Confirmation of Registration Letter* sent by the **eta**.
- 1.1.3 The full tuition fee, payable 4 (four) calendar weeks prior to the date of commencement of the course (hereinafter, "**Commencement Date**"), which Commencement Date shall be set out in the *Official Acceptance Letter* issued to the Student by **eta** once it has confirmed that the application is successful; and
- 1.1.4 Subject to clause 4 below, the full tuition fee in respect of the course chosen, is payable on Commencement Date.
- 1.2 The fee mentioned in clause 1.1.1 *may not be transferred to another person or to another eta region*. For avoidance of any doubt, the Student must at all times ensure that they fill in the registration form specific to the region (namely: Bloemfontein, Cape Town, Johannesburg, Pretoria, Stellenbosch or Distance Learning or **eta** Special Projects) in which they intend to study and must use the correct bank account number for payment. Failure to do so will result in the Student being liable for the costs of transferring the money to the correct bank account.
- 1.3 The fees referred to in clause 1.1.2 do not include any external institute membership fees, university fees, supplementary assessment fees, stationery, transport costs, or any costs in respect of meals and/or refreshments.
- 1.4 It is specifically recorded that the registration of the Student for the chosen **eta** course is only confirmed once the fee referred to in clause 1.1.1 has been received by **eta** and all the relevant Signatories (that is, the Student and/or Parent/Guardian, where appropriate) have signed the registration form annexed hereto.

2. eta's RIGHTS:

- 2.1 In terms of these Conditions, **eta** reserves the right to:
 - 2.1.1 combine classes of a similar academic level and content and to change the syllabus at any time should the requirements by accreditation or registration bodies so demand;
 - 2.1.2 apply rules and performance requirements and the Student hereby agrees to be bound by such rules as may be amended by **eta** from time to time without notice to the Student; and
 - 2.1.3 right to exclude the Student from lectures and assessment, to withhold results or dismiss a Student for failure to comply with **eta** rules and Student code of conduct or a failure by the Student to meet the performance requirements.
- 2.2 It is recorded that a minimum of 15 (fifteen) registered Students is required for any course to be run by **eta**. In this regard, **eta** reserves the right to cancel the teaching of any course offered on the basis of insufficient demand therefore.

3. STUDENT'S CURRICULAR OBLIGATIONS:

- 3.1 Students have a period of 12 (twelve) months within which to complete a certificate qualification and have 24 (twenty four) months within which to complete a diploma qualification.
- 3.2 The Student's failure to attend lectures for whatever reason shall in no way entitle him/her to a refund of tuition fees. Furthermore, the right to attend lectures and take assessments is not transferable by the Student to another person.

4. COOLING-OFF PERIOD

4.1 Refunds for campus Students: Campus Students are granted a 7-day cooling-off period, reckoned from the Commencement Date, during which time they may inform **eta** in writing that they wish to cancel their enrolment. In such event, the full tuition will be refunded to the Student.

4.2 Refunds for Distance Learning Students: If an enrolled Distance Learning Student cancels his or her enrolment within 7 (seven) days of receipt of the course material, a 10% (ten percent) cancellation fee will be deducted from the deposits and/or tuition fees paid to **eta** and the balance of tuition fees will be refunded to the Student. After this 7-day period, no refunds will be considered.

5. VIS MAJOR:

5.1 For the purposes of this clause 4, a "**vis major event**" means an event or circumstance that, despite its reasonable effort, and without its fault or negligence, **eta** is unable to control and includes the following:

- 5.1.1 any act of God;
- 5.1.2 civil commotion, riot, invasion, war threat or preparation for war and other hostilities;
- 5.1.3 fire, explosion, storm, flood, earthquake, subsidence, epidemic or other natural physical disaster;
- 5.1.4 strikes, lock-outs and other industrial action;
- 5.1.5 impossibility of the use of railways, shipping, aircraft, motor transport or other means of public or private transport;
- 5.1.6 political interference with the normal operations of any party; and
- 5.1.7 embargo, restrictions or requirements or other acts by any government or other lawful authority.

5.2 In the event of a vis major event occurring, **eta** reserves the right to cease lectures and close the college temporarily. Whilst **eta** undertakes to make every effort to resume lectures as soon as possible, no warranties are made in this regard and no refund of tuition fees will be made.

6. NON-DELIVERY BY eta

In the event of the **eta** being unable to deliver learning at a venue operated by the **eta** or due to its (**eta's**) failure to meet its obligations to its students, the directors undertake to deliver the balance of any learning due to the Student (in good financial standing with the **eta**) through the medium of Distance Learning. The Student acknowledges that the provision of this alternative teaching by **eta** will fulfil all its obligations in terms of these Conditions.

7. ACKNOWLEDGEMENTS BY STUDENT:

The Student acknowledges that –

- 7.1 he or she may be exposed to risks to life, bodily injury, health, illness, damage to property or personal liability and, in the full knowledge of the risks, agrees to indemnify **eta** against all claims arising from any of the abovementioned or in the attendance at lectures or training in any workshop, laboratory or other place or any excursion, event or sporting activity with or without **eta**;
- 7.2 the course provided by **eta** is vocational in nature and as such includes lectures and fieldwork components. The fieldwork includes practical work experience at workplace sites prescribed by the **eta** from time to time. It is agreed that any such fieldwork is not paid employment but may result in offers of employment for the Student. The Student agrees to implement their fieldwork hours at times and venues stipulated by the **eta** – this could be evenings, early mornings, weekends, public holidays or during term holidays;
- 7.3 the information given in the registration form is accurate and correct in all respects; and
- 7.4 he or she has read and understood the Conditions and agrees to be bound thereby and by the Policies and Procedures of **eta** in force for the time being, for any period during which the Student is registered.

8. TRANSFERS TO OTHER eta CAMPUSES:

A transfer of a Student from one **eta** Campus to another is only considered under stringent conditions and must be made by way of a written statement by the Student, which statement must contain the reasons for the request. The Student will bear the administrative and other costs involved in this transfer process.

9. INTELLECTUAL PROPERTY:

All intellectual property rights in the course materials provided by **eta** to the Student shall remain **eta** or its licensors' property.

10. CONFIDENTIALITY:

Any information and materials relating to **eta** or its business disclosed to the Student by or on behalf of **eta** prior to or after the entering into by **eta** of any contract with the Student, shall be the confidential information of **eta** and shall not be used or disclosed by the Student to any third party.

11. NOTICES AND DOMICILIUM:

The Student nominates as its domicilium citandi et executandi the address reflected in the application form annexed hereto for service upon it of all notices and process in connection with any claim or any action arising between **eta** and the Student in terms of these Conditions.

12. APPLICABLE LAW AND JURISDICTION:

12.1 These Conditions, the annexes hereto and the registration forms will in all respects be governed by and construed under the laws of the Republic of South Africa.

12.2 The Student consents to the non-exclusive jurisdiction of the Magistrate's Court in terms of Section 45 of the Magistrate's Court Act No.32 of 1944 (as amended) having jurisdiction under Section 28 of the said Act, notwithstanding that the claim by **eta** exceeds the normal jurisdiction of the Magistrate's Court as to amount. The Company shall, in its discretion, be entitled to proceed against the Student in any other court of competent jurisdiction, notwithstanding the foregoing.

13. SOLE AGREEMENT:

The Student acknowledges that these Conditions, together with the annexes and registration forms hereto, constitutes the sole record of the agreement between the parties concerning the subject matter hereof, and supersedes and overrides all previous agreements between the parties, whether written or oral. The Signatories, by affixing their signatures hereto in the space provided below, also agree to be bound by these Conditions.

14. WAIVER:

No relaxation or indulgence granted to the Student by **eta**, at any time, shall be deemed to be a waiver of any of **eta's** rights in terms hereof, and such relaxation or indulgence shall not be deemed a novation of any of the terms and conditions set out herein, or create any estoppel against **eta**. No waiver of these Conditions will be binding or effectual for any purpose unless in writing and signed by or on behalf of the party giving the same. Any such waiver will be effective only in the specific instance and for the purpose given.

15. VARIATION:

No variation, addition, deletion, or agreed cancellation of these Conditions, the annexes or registration forms hereto, will be of any force or effect unless in writing and signed by or on behalf of the parties hereto.

16. ASSIGNMENT:

The Student shall not at any time cede or assign any of its rights or obligations under these Conditions without the prior written consent of **eta**.

17. SEVERABILITY:

If any of these Conditions shall be found to be invalid by any competent court, the remaining Conditions shall remain valid and enforceable.

ACKNOWLEDGEMENT & DECLARATION (Applies to both Student & Parent / Guardian)			
<p>I have read and understood the conditions of registration at eta. I therefore admit that I will comply. I declare that the information I have supplied is complete and true. I understand that if any of it is found to be incomplete, false or misleading eta has a right not to approve my application.</p> <p>Neither eta nor any eta official employee shall be liable for any loss or damage incurred by me or any other person arising out of death, bodily harm, loss of health or illness howsoever caused and the destruction or loss to any property belonging to me or any other person, howsoever caused.</p> <p>I hereby indemnify eta against any claims by any person arising in any way as stated above or in respect of my own negligence or wilful act.</p> <p>Student over 18: I hold myself responsible for the payment of all fees and other charges due and payable by me as a student at eta. If I am in arrears, I will be liable to pay interest at the rate of interest charged by eta. Should my account be handed over to attorneys for collection, I will be liable for all costs and fees charged by their services.</p>			
The signatories acknowledge that they have read the Conditions of Registration and that they agree to be bound thereby.			
Signed at			
Date of signature			
Signature of student			
Name of eta representative			
Signature of parent /legal guardian			
<p>Parent / Legal Guardian: I agree that I am the parent/legal guardian of the applicant mentioned above. I further give consent to the applicant signing the registration forms if admitted. I hold myself jointly and severally liable with the applicant as co-debtor for all amounts due by the applicant to the eta, unless I inform eta in writing to the contrary, in which event such notification shall take effect only from the beginning of the following academic year. I certainly confirm and accept that I shall not, in any capacity, hold eta liable for any damage or loss, which the applicant or any other person may suffer under any of the circumstances set out in the applicant's declaration. I authorise eta to conduct a credit check and I have furnished the necessary details for that.</p>			
<p>PLEASE COMPLETE IF PAYING BY CREDIT CARD: I declare that all the particulars pertaining to me on this form are true and correct. Please deduct the following amount from my credit card, in payment of the fees indicated.</p>			
Full Name			
ID NO.			
Total amount	R		
Type of transaction	Straight	Budget	Months:
Type of Credit Card: Visa/MasterCard			
Credit Card No.			
Last 3 Digits:			Expiry Date
Signature of card holder			
Date of signature			

Payment details (eta office use only)

RECORD OF PAYMENTS & ACKNOWLEDGEMENT OF DEBT						
Registration fee	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Deposit	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Balance of course fee	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Balance of course fee	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Balance of course fee	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
eta pack fee	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Specialisation fee 1	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Specialisation fee 2	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Federation course 1	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Federation course 2	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
First aid course	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit
Other	R	Date		Receipt no.		<input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> EFT <input type="checkbox"/> credit card <input type="checkbox"/> direct deposit

Signature of eta representative	
Date of registration	