

REGISTRATION FORM 2023

FOR OFFICE USE ONLY						
Formed Checked	Date:		Name:		Signed:	
Student Number:						
Formed Captured	Date:		Name:		Signed:	

COURSE INFORMATION			
Name of Course:			
Type of Course:			
Subject(s)/Module(s):			
Availability:	Full Time	Part-Time	*Online
	<i>*Note: Not all courses offered by Kishugu Business School are available online</i>		

STUDENT DETAILS												
Surname:								Title (Mr, Ms, Dr...)				
Full Name(s):												
SA ID Number:												
Passport Number:												
Date of Birth:	D	D	M	M	Y	Y	Y	Y				
Tel (Work):						Tel (Home):						
Cellphone:						WhatsApp:						
Email:												
Home Address:						Postal Address:						
	Postal Code:								Postal Code:			

DETAILS OF STUDENT'S NEXT OF KIN / IN CASE OF EMERGENCY CONTACT							
Surname:						Title (Mr, Ms, Dr...)	
Name:				Relationship:			
Tel (Home/Work):				Cellphone:			

SPONSOR DETAILS (PERSON RESPONSIBLE FOR PAYMENTS OF FEES)

Surname:		Title (Mr, Ms, Dr...)	
Full Name(s):			
SA ID Number:			
Relation:		Cellphone:	
Tel (Work):		Tel (Home):	
Email:			
Home Address:		Postal Address:	
	Postal Code:		Postal Code:

STUDENT DEMOGRAPHIC INFORMATION

In which regional area of Mpumalanga do you live in:		N/A
Nationality:	South African	Other:
Gender:	Male	Female
Home Language:	Afrikaans	English
	isiZulu	Other:
Ethnicity:	African	Coloured
	Indian	White
	Other:	
Disability/Condition/Health Issues (please list any we should be aware of):		

PREVIOUS EDUCATION

Name of High School attended:			
Highest Grade passed:		Year completed:	
List of Tertiary Qualifications:			

WHERE DID YOU HEAR ABOUT KBS, OR WHAT MADE YOU DECIDE ON KBS AS A STUDY OPTION?

Choose as many as are applicable:

Newspaper Advert		Open day		School visit		Billboards	
Family or friends		KBS website		Facebook		LinkedIn	
Twitter		TikTok		YouTube		WhatsApp	
Visit to KBS		Career expos		Guidance Counsellor		Radio Adverts	
Other (Please specify):							

Legal Undertaking

I, _____ ID/ Passport number: _____

declare that all the particulars supplied by me in this form are true, complete and correct. I accept that any incorrect or misleading information could lead to the cancellation of this application.

1. I undertake:

- 1.1. to comply with all the rules and regulations, including the disciplinary rules, of the KISHUGU BUSINESS SCHOOL (KBS), including any amendments thereof as published from time to time and to acquaint myself with all the provisions thereof;
- 1.2. to notify the relevant department immediately should:
 - i. I cancel or abandon my studies,
 - ii. I change my address,
 - iii. or any changes to information that has been submitted in this form; and
- 1.3. to familiarise myself with and adhere to all the rules and general regulations applicable to the qualification for which I intend to enroll, as well as the rules regarding the payment of fees.

2. I undertake that I will not hold the KISHUGU BUSINESS SCHOOL (KBS) liable nor make any claim against the KISHUGU BUSINESS SCHOOL (KBS) for any compensation and/ or any expenses incurred or damages suffered as a result of or in respect of any injury to me or illness or my death, irrespective of whether any such damages, injury or death may have been attributable to any degree of negligence on the part of the KISHUGU BUSINESS SCHOOL (KBS) or one or more of its employees or other person(s) for whose actions it might, but for this undertaking, have been responsible.
3. I am aware that my enrolment is only valid if it complies with the applicable prescripts and regulations governing the qualification concerned, notwithstanding the acceptance of this enrolment by the KISHUGU BUSINESS SCHOOL (KBS).
4. I accept that, if I abandon, cancel or change my qualification or my studies at the KISHUGU BUSINESS SCHOOL (KBS) at any time, no cancellation or reduction of fees will be considered and that I will remain liable for the payment of all fees in full.
5. I agree and consent that the KISHUGU BUSINESS SCHOOL (KBS) may provide me with statements of account and any other communiqués by way of electronic communication through data messages or online services. These data messages may be sent to my cellular number, or my KISHUGU BUSINESS SCHOOL (KBS) student email address.
6. I undertake to accept the responsibility for the payment of fees (tuition, residence and any other applicable fees).

6.1. Payments will be made into the following account:

Account Name:	Kishugu Business School (Pty) Ltd.
Bank Name:	ABSA
Branch:	Nelspruit
Branch Code:	632005
Account Number:	41 0277 7838
Reference:	<i>Student's South African ID number or Passport number</i>

- 6.2. I will ensure that KISHUGU BUSINESS SCHOOL (KBS) will receive original proof of payment whenever payment towards my account. This will either be submitted directly to the reception desk at KISHUGU BUSINESS SCHOOL or emailed to **reception@thekbs.co.za**

6.3. I do understand and accept that the registration fees paid are non-refundable.

7. I hereby give permission that information about my academic progress be divulged to the person/ bursar liable for payment of fees. I consent to personal information being used for Government and KISHUGU BUSINESS SCHOOL (KBS) statistical purposes.
8. I agree, understand, consent and irrevocably authorise the KISHUGU BUSINESS SCHOOL (KBS) to keep, use, process and verify information in paper and electronic format, including information supplied by me during the application and registration process.
9. I agree, understand, consent and irrevocably authorise KISHUGU BUSINESS SCHOOL (KBS) to communicate and report to my spouse, parents or legal guardians or any person or body responsible for the payment of my tuition fees or bursary provider regarding my academic and general progress and matters related to my fees account at the KISHUGU BUSINESS SCHOOL (KBS).
10. I hereby irrevocably authorise and expressly give my consent that the KISHUGU BUSINESS SCHOOL (KBS) may use, provide or disclose any information including my personal information that may reasonably be required by third parties for the purpose of research, educational opportunities and making bursaries/sponsorships available to prospective applicants at KISHUGU BUSINESS SCHOOL (KBS).
11. I hereby irrevocably authorise and expressly consent that KISHUGU BUSINESS SCHOOL (KBS) may use, provide or disclose my personal information which information may reasonably be required for research purposes, including statistical or historical purposes or to a prospective employer.

I hereby undertake to inform KISHUGU BUSINESS SCHOOL (KBS) of any disciplinary proceedings (finalised or pending) against me at any other Institution of Higher Learning which I may attend or have attended prior to applying at KISHUGU BUSINESS SCHOOL (KBS), failing which, my registration at KISHUGU BUSINESS SCHOOL (KBS) may be terminated.

Signed at _____

On this _____ day _____ of 20 _____

Signature of Student/Applicant _____

Herein assisted as far as may be necessary while the Applicant/student is still under the age of eighteen (18) years.

I, ID/ Passport Number the undersigned, hereby acknowledge myself to be jointly and separately responsible for monies which the above-mentioned applicant may at any stage be owing to the KBS in terms of the agreement that they've concluded with KBS, as set out above, including any change thereto.

Signed at _____

On this _____ day _____ of 20 _____

Signature of Parent/Legal Guardian _____

NB: It is compulsory that this contract is signed by all parties concerned.