Face to Face Bellville Campus

31 First Avenue
(Corner of Lincoln and 1st Ave)
Boston
Bellville
7550
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I.D. Photo

REGISTRATION FORM / CONTRACT (New student 2020)

Surname of Applicant	
Full Names	
Date of Application	
Application for Year	

DEPOSIT - , ATTACH THE FOLLOWING DOCUMENTS			
Copy of student ID/Passport		Proof of income of principle debtor	
Copy principal debtor ID		Copy of Gr 10/12 cert or equivalent	
R 6000.00 deposit		*Completed Debit order form*	

SECTION 1: SELECT PROGRAM

Face to Face Full Time	Duration	Select
Make-up and Prosthetics Diploma	1 year	
Make-up and Aesthetics Diploma	1 year	
Beauty Therapy Diploma	2 years	
Make-up Certificate	6 months	
Styling and Aesthetics Tech Certificate	6 months	
Prosthetics Certificate	6months	
Face to Face Part Time	Duration	Select
Beauty and Nail Technology Certificate	12 months	

Where did you hear about Face to Face?

SECTION 2: PERSONAL DETAILS OF APPLICANT (Student)

Title	Mr	Mrs	Miss	Dr	Prof	Other (Specify)	
Surname							
Full Names					Nick Names		
I.D./Passport number							
Date of Birth					Gender		
Language	English	Afrikaans	Xhosa	Zulu	Other (Specify)		
Citizenship	South African		Other (Specify)				
Home Address							
					Postcode		
Postal Address							
					Postcode		
Home Tel				Cell			
Work Tel				Email			
High School Name				If matriculated, which year?			
Marital Status	Single	Married	Divorced	Children	Yes	No	
Population Group	Black	Coloured	Asian	White	Other:		
Select T-shirt Size	XS	S	M	L	XL	XXL	XXXL

SECTION 3: MEDICAL INFORMATION OF APPLICANT (Student)

Family Doctor (GP)		
Tel Number	( )	
Physical Address		
Allergies	NO	Yes (Describe)*
Do you have any learning disabilities?	NO	YES (Describe) *
Do you have any physical disabilities?	NO	YES (Describe) *
Medical aid number		

* Attach relevant documentation of disabilities and/ or a medical certificate from a medical practitioner if student requires special needs.

SECTION 4: PERSONAL DETAILS OF PRINCIPAL DEBTOR (Person paying the account)

Title	Mr	Mrs	Miss	Dr	Prof	Other (Specify)	
Surname							
Full Names					Nick Names		
I.D./Passport number							
Date of Birth					Gender		
Language	English	Afrikaans	Xhosa	Zulu	Other (Specify)		
Relation to applicant	Father	Mother	Sister	Brother	Other (Specify)		
Citizenship	South African		Other (Specify)				
Home Address							
						Postcode	
Postal Address							
						Postcode	
Home Tel				Cell			
Work Tel				Fax			
E-mail							
Marital Status	Single	Married	Divorced	Children		Yes	No
Employment Status	Self-employed		Permanent	Casual/Temp	Contract	Pensioner	Unemployed
Employer(Company name)				Tel no			
Position in company							
Postal address of employer.							
						Postal code	

SECTION 5: PERSONAL DETAILS OF PRINCIPAL DEBTOR SPOUSE / CO-DEBTOR

* If married in Community of Property, fill in spouse details. If signing as co-debtor, please fill in as well.

Title	Mr	Mrs	Miss	Dr	Prof	Other (Specify)	
Surname							
Full Names					Nick Names		
I.D./Passport number							
Date of Birth					Gender		
Language	English	Afrikaans	Xhosa	Zulu	Other (Specify)		
Relation to applicant	Father	Mother	Sister	Brother	Other (Specify)		
Citizenship	South African		Other (Specify)				
Home Tel				Cell			
Work Tel				Fax			
E-mail							
Marital Status	Single	Married	Divorced	Children		Yes	No
Employment Status	Self-employed		Permanent	Casual/Temp	Contract	Pensioner	Unemployed
Employer(Company name)				Tel no			
Position in company							

SECTION 6: CONFIRMATION DETAILS

Contact Details of Principal Debtor's Family Reference	Title, Name, Surname	
	Residential Address	
	Tel No	( )

In the case where the Principal Debtor is not the parent or legal guardian, this information needs to be filled in.

Guardian Cell/Home Tel:		Guardian Work No:	
Father Cell/Home Tel No:		Father Work No:	
Mother Cell/Home Tel No:		Mother Work No:	

To make sure that accounts and reports/marks are posted to the address specified

Marks, Reports and Info posted to this address:

Name and Surname			
Postal Address			
		Postal Code	

Statements and Invoices posted to this address:

Name and Surname			
Postal Address			
		Postal Code	

Do you prefer the Statement being e-mailed?	YES	NO	
E-mail Address			

SECTION 7: TUITION FEES 2020

FULL TIME Weekdays 9:00 - 13:00

Duration in years	Name of Program	Year	Deposit due	10 months payments		Year Fee Total	Signature
1	Make-up and Prosthetics	2019	R 6 000	R 4 300		R 49 000	
1	Make-up and Aesthetics	2019	R 6 000	R 4 400		R 50 000	

Duration in years	Name of Program	Year	Deposit due	21 months payments		2 Year Fee Total	Signature
2	Beauty Therapy	2019 - 2020	R 6 000	R 4 100		R 92 100	

Duration in months	Name of Program	Year	Deposit due	5 months payments		Year Fee	Signature
6	Make-up Certificate	2019	R 6 000	R 4 400		R 28 000	
6	Aesthetics Certificate	2019	R 6 000	R 4 400		R 28 000	
6	Prosthetics Certificate	2019	R 6 000	R 4 400		R 28 000	

PART TIME Saturdays 9:00 - 13:00

Duration in months	Name of Program	Deposit due	10 months payments		Year Fee	Signature
12	Beauty and Nail Technology Certificate	R 3 500	R 4 100		R 44 500	

All tuition fees ***includes*** your ***kits*** throughout the course

SECTION 8: EXTRA COSTS

First Aid Lvl 1	R 450
ITEC International Exam	R 4 600 per exam

International Exam prices are dependent on exchange rate and subject to change.

Signature of Applicant

SECTION 9: PAYMENT PLAN / METHOD OF PAYMENT

TUITION	☐	Pay tuition fees in Full before 15 January 2020 *(Discount: 6 month course: R1000, 12 month course: R 1500, 24 month course R 2000)*
	☐	Pay tuition fees by Debit Order (Activate Debit Order at your bank and bring copy of the aproved Debit order to complete registration)
	☐	*Applying for a student loan / bursary at an approved financial institution (Bank) Name of Bank / Institution: _____ Details of Contact Person: _____ Tel No: ( )
		** Please note: If you are applying for a Student loan / bursary the Debit Order Instructions must still be completed.*

ONLY ABOVE PAYMENTS ACCEPTED FOR MONTHLY INSTALMENTS OF FEES, **NO CASH** PAYMENTS

OUR BANKING DETAILS	
BANK:	FNB Business Cheque
ACCOUNT NUMBER:	62 466 691 302
BRANCH CODE:	210655
ACCOUNT NAME:	Martiq 1340 PTY Limited
	Fax proof of payment to: 086 684 6407
	Email: facetofaceca@mweb.co.za

SECTION 10: INTERNATIONAL EXAMS

ITEC

International examinations fees are **not** included in these fees (Section 7 and 8) and are to be paid for separately.

I.T.E.C (UK) Independent Therapy Examination Council founded in 1947 and provides an independent professional examination system covering all aspects of Beauty Therapy and Make-up Artistry whose examinations would be widely recognized. All I.T.E.C Schools have to conform to a rigid set of rules and ethics governing standards of equipment, teaching and training.

SECTION 11: Extra Costs and Info

Learners must complete the course within 12 months of the **final exam date** of your course. Failure to complete it within this time frame will void your course.
Learners must budget for printing of case studies and photos in their portfolios. This can vary from R 200 to R 800 depending on quality and quantity.
Learners are to recruit models for all practical applications and to complete practical hours. The college will not be held responsible for providing these models.

SECTION 12: DECLARATION

We, the undersigned declare that the information in this registration form is complete and correct. We authorise Face to Face Beauty and Make-up Design School Bellville to verify information contained in this registration form, and make any other enquiries that may be necessary. We understand that if any part of it is found incomplete, false or misleading, Face to Face Bellville may cancel registration.

We bind ourselves to take responsibility for the payment of all fees and other charges due by us to Face to Face Bellville for each full academic year as stipulated in the terms of payment in this application form. If we are in arrears, we will be liable to pay interest at the rate of interest charged by ABSA from the due date until the date of payment. We further agree that we will be liable for all costs of debt recovery, including professional fees and collection commission.

We further understand that we shall be kept liable for the full fee of the year of studies in the event of the student not completing the entire program.

The Applicant also hereby interposes and binds him/herself as surety in solidum for and co-principal debtor jointly and severally for the due and faithful performance by the Principal Debtor, its successors-in-title or assign for all the obligations to Face to Face Bellville in terms of this agreement. Face to Face Bellville shall be entitled as its opinion to institute any legal proceedings which may arise out of or in connection with this surety ship in any Magistrates Court having competent jurisdiction in respect of the surety's person, notwithstanding the fact that the claim or value of matter in dispute might exceed the jurisdiction of such Magistrates Court in respect of the cause of action.

CANCELLATION OF PROGRAMME

We, the undersigned understand that **we may not cancel** the students' enrolment after 1 December 2019 and will **forfeit the deposit** in doing so.
A cancellation will only be accepted if done in **writing.**
We further understand that we will be kept liable for the **full tuition fee** should the applicant cencel his or her program after the 1st of February 2020.

We hereby wave all claims against Face to Face Bellville for any damages or loss suffered while the student is, or as the result of being, a student of this institution resulting in death, mental harm or arising from physical injury, or illness suffered by me (the student) or any other person. Such consequences include any loss, destruction of or damage to any property belonging to me (the student) or any other person, howsoever the damage or loss caused by, but not limited to, the negligence of Face to Face Bellville or any official employee or representative of this institution.
Face to Face shall have the right at its sole discretion, to cancel tuition in any course or subject initially advertised and offered, on the basis of insufficient demand.

I, the undersigned Applicant/Student/Co-Principal Debtor undertake to abide by the policies and rules of Face to Face Bellville and sign surety as co-principal debtor.

Signature: Applicant / Student/ Co-Principal Debtor

I, the undersigned Parent / Guardian give permission to the above mentioned applicant to enrol at Face to Face Bellville.

Signature: Father / Mother / Guardian

I, the undersigned Principal Debtor / Spouse/ Co-Debtor take full responsibility of tuition fees of applicant.
If married in community of property, the spouse must sign as well.

Signature: Principal Debtor *

Signature: Spouse / Co-Debtor

SECTION 13: Detailed Fee Breakdown and Penalty Structure

	Make-up & Aest	Make-up & Prost	Beauty & Nail Tech	Make-up or Aest or Prosthetics	Beauty Therapy
	12 months Full Time	12 Months Full Time	12 Months Part Time	6 Months Full Tme	24 Months Full Time
Deposit Dec 2019/Jan 2020	R 6 000	R 6 000	R 6 000	R 6 000	R 3 500
29_February-2020	R 4 400	R 4 300	R 4 100	R 4 400	R 4 200
31_March_2020	R 4 400	R 4 300	R 4 100	R 4 400	R 4 200
29_April_2020	R 4 400	R 4 300	R 4 100	R 4 400	R 4 200
31_May_2020	R 4 400	R 4 300	R 4 100	R 4 400	R 4 200
30_June_2020	R 4 400	R 4 300	R 4 100	R 4 400	R 4 200
29_July_2020	R 4 400	R 4 300	R 4 100		R 4 200
31_Aug_2020	R 4 400	R 4 300	R 4 100		R 4 200
30_Sep_2020	R 4 400	R 4 300	R 4 100		R 4 200
31_Oct_2020	R 4 400	R 4 300	R 4 100		R 4 200
30_Nov_2020	R 4 400	R 4 300	R 4 100		R 4 200
30_Dec_2020					R 4 200
31_Jan_2021					R 4 200
28_Feb_2021					R 4 200
31_March_2021					R 4 200
28_April_2021					R 4 200
31_May_2021					R 4 200
30_June_2021					R 4 200
31_July_2021					R 4 200
31_Aug_2021					R 4 200
29_Sept_2021					R 4 200
30 Oct_2021					R 4 200

I understand and acknowledge the above payment structure by signing below:

Debtor Signature: Learners Signature:

Late Payment Penalty Structure:

Please note the debtor is responsible to send proof of payment to Face to Face via email or fax.

Payments not received within **5** days from payment date as mentioned above will AUTOMATICLY be handed over to **Lex Med Debt Collectors** by our accounts department and a penalty fee of 10% will be added to the outstanding ammount: *(Example: if your outstanding ammount is R 3500 10% will be added, thus R350 resulting in payable ammount being R3850)*

I understand and acknowledge the above payment penalty structure by signing below:

Debtor Signature: Learners Signature: