



**ROSEBANK
COLLEGE**



IIE ROSEBANK COLLEGE 2021 Registration Contract FULL-TIME

- Contract must be completed in **BLACK** ink
- Account Payer **MUST** initial all pages and sign on the back page
- Certified copies of **ORIGINAL** documents must be included
- **TICK** appropriate option

- Registration Requirements (irrespective of the qualification you are registering for, including returning students, please submit the following)**
1. Certified copy of student ID and account payer/parent ID
 2. Certified copy of any qualification obtained, plus academic transcripts/latest results (if applicable)
 3. Certified copy of your National Senior Certificate
 4. Certified copy of your passport (for international students only)
 5. Pay R 1 600 registration fee (non-refundable)

SECTION A. QUALIFICATION INFORMATION

Have you previously studied at any IIE campus: Y N If yes, which campus: _____

Registration Campus Name: _____

Qualification Type: Full-time Student No:

IIE QUALIFICATION (WRITE OUT IN FULL AS PER FEES SCHEDULE):

Bachelor of Education in _____ FAL _____ COL _____

Bachelor of _____

Diploma in _____

Higher Certificate in _____ (COL if applicable)

SECTION B. STUDENT INFORMATION

Title																Surname																															
First Name																Gender	Male	Female	Other																												
Middle Name																Birth Date	Y	Y	Y	Y	M	M	D	D																							
Home Language																Race	African	White	Indian	Coloured	Asian	Other																									
Country Of Birth																																															
South African Citizen	Y	N														If Yes, ID Number																															
If No, Passport Number																Expiry Date	Y	Y	Y	Y	M	M	D	D																							
Nationality																Visa Type																															
Visa Number																Visa Expiry Date	Y	Y	Y	Y	M	M	D	D																							
Medical Aid Provider																Medical Aid Number																															
Disability	Y	N	If Yes, Specify														Request For Academic Concession	Y	N	If Yes, Specify																											
Cell																Tel (H)																Tel (Other)															
Email																																															
Home Address (Physical). If international student, provide SA address																																															
Suburb																																															
City																															Postal Code																
Province																																															
Tick In Grey Box If Physical Address Is The Same As Postal Address, to which statement of account can be sent.																																															
Home Address (Postal)																																															
Suburb																																															
City																															Postal Code																
Province																																															

SECTION C. EDUCATION INFORMATION (NEW STUDENTS ONLY)

*STATISTICAL INFORMATION REQUIRED BY THE DEPARTMENT OF HIGHER EDUCATION AND TRAINING

High School*																Year Of Completion*	Y	Y	Y	Y										
NSC Results* (Tick Relevant Pass In Grey Block)	Degree Pass	Diploma Pass	Higher Certificate Pass																											
School Leaving Equivalent Prior to 2008 (Tick Relevant Pass In Grey Block)	Exemption	Non-Exemption																												
International Qualification Evaluation	Y	N	If Yes, Tick Evaluation Type In Grey Block	SQAQ NQF Level 4 Equivalent	Universities South Africa (Previously known as HESA)																									
International Qualification Evaluation Application Status (Tick Relevant Pass In Grey Block)	Completed And Approved	Pending																												

SECTION D. ACCOUNT PAYER DETAILS

Are you (THE STUDENT) responsible for the Account?*	Y	N	If Yes, Complete Section D1 or D3 If No, Complete Section D2 or D3 or D4
Multiple Account Payers?	Y	N	If Yes, Request An Addendum From The Cash Office

SECTION D1. ACCOUNT PAYER (THE STUDENT)

Occupation											Employer/Company Name										
Employer/Company Address											Employer Contact Number										

SECTION D2. ACCOUNT PAYER (NOT THE STUDENT)

Title											Surname																					
First Name											Relation To Student																					
ID Number											Passport Number																					
Occupation											Employer/Company Name																					
Employer/Company Address											Employer Contact Number																					
Cell											Tel (H)											Tel (Other)										
Email (Compulsory)																																
Home Address (Physical)											Suburb											Postal Code										
City																																

SECTION D3. ACCOUNT PAYER (COMPANY SPONSORED) - A PAYMENT GUARANTEE LETTER MUST BE ATTACHED

Company Name											VAT Number																					
Contact Person											Contact Person Tel Number																					
Contact Person Email																																
Company Address																						Postal Code										

SECTION D4. LOANS/EXTERNAL BURSARIES/TRUST

Are you (the student) a recipient of a student loan?	Y	N	If Yes, Please Provide Details And Attach Evidence of The Student Loan
Are you (the student) a recipient of a student bursary?	Y	N	If Yes, Please Provide Details And Attach Bursar Letter on A Letterhead

SECTION E. DETAILS OF PARENT/LEGAL GUARDIAN (COMPLETE IF DIFFERENT TO ACCOUNT PAYER IN SECTION D2)

Relation To Student																																
Surname																																
First Name																																
Cell											Tel (H)											Tel (Other)										
Email																																
Home Address (Physical)											Suburb											Postal Code										
City																																
Emergency Contact Name											Emergency Contact No.																					
Relation To Student																																

SECTION F. PAYMENT OPTIONS

Please choose your payment method	Debit Order		Stop Orders (Please provide confirmation letter from the bank)										Multiple Account Payers																		
	EFT	Cash	Only Complete Below When Choosing to Pay by Debit Order																												
Debit Order Details	Debit Day	D	D	Student No.																											
Name & Surname (Account Holder)																															
Bank Name																															
Branch																					Branch Code										
Account Number																					Account Type										

I/We....., hereby authorise you to draw against my/our account with the above mentioned bank (or any other bank or branch to which I/we may transfer my/our account) the amount necessary for payment of the monthly instalment due in terms of the Registration Contract on the above indicated day of each month of the agreed repayment period. All such withdrawals from my/our bank account by IIE Rosebank College shall be treated as though they had been signed by me/us personally.

I/We agree to pay any bank charges relating to this Debit Order Instruction. Unpaid cheques or rejected debit orders will incur a **R 200 administration charge**. I/We understand that I/we shall not be entitled to any refund of amounts that have been withdrawn while this authority is in force if such amounts were legally owing to IIE Rosebank College. This authority may only be cancelled by me/us on the proviso that the outstanding amount owing has been settled and that IIE Rosebank College is given 30 days' notice in writing, sent by prepaid registered post. Receipt of this instruction by IIE Rosebank College shall be regarded as receipt thereof by my/our bank. **Signature Authorising Debit Order**.....

SECTION G. PAYMENT METHOD

METHOD A - CASH

Registration Fee **R 1 600 (Non-refundable)** payable upon submission of registration contract

PLUS Cash / Full Settlement R _____ = R _____

(due by 28 February / 31 July for mid-year intake)

METHOD B - TERMS

Registration Fee **R 1 600 (Non-refundable)** payable upon submission of registration contract

PLUS 11 monthly instalments of R _____ = R _____

First Instalment due 28 February / First Instalment due 31 July for mid-year intake

SINGLE MODULE OR REPEAT MODULE FEES ONLY

			METHOD A - CASH		METHOD B - TERMS		
MODULE NAME	MODULE CODE	SEM	FEE (Due 28 Feb) (Due 31 July)	TERM FEE	DEPOSIT (Due 28 Feb) (Due 31 July)	NUMBER OF INSTALMENTS (5 monthly instal- ments)	INSTALMENT AMOUNT (Due last day of the month)
REPEAT FEE TOTAL				R			

METHOD A/B + REPEAT FEES = TOTAL FEES DUE FOR THIS YEAR OF STUDY **R**

IIE ROSEBANK COLLEGE STANDARD TERMS OF REGISTRATION

IMPORTANT

When you register with us, **you accept these terms** and the fees as revised for each relevant academic year. You **also accept our rules** (including all regulations, policies and codes of conduct), which you can read on the library webpage and in the student portal.

You may complete this contract in hard copy by printing and signing it or requesting a hard copy to sign from the campus or from your exam centre or a programme success tutor.

OR

You will signify your agreement to these terms and to be bound by them if you click to accept or agree to these terms where the Institute offers an option to do so. You warrant that you are authorised to do so.

These terms and our rules form this contract between you and us. This contract only ends for reasons stipulated below or if we or you cancel the registration or if you fail to register for any new academic year. Should you be in default of any payment, the agreement coming to an end does not prejudice our rights to recoup any outstanding monies.

Should you decide to transfer from one campus to another within or across brands of The Institute, or change modes, or reregister at any future time at The Independent Institute of Education, any outstanding monies and any outstanding disciplinary process in terms of The Institute's rules will continue to apply to you in terms of this contract.

You will be required to conclude a new contract annually which will include fees for that year. You must notify the campus principal or authorised campus person or your online centre manager in writing if any of your details change.

If you do not understand anything, please contact us and ask for us to explain it before you accept this contract.

Certain **important words or phrases are in bold text**. Some of these could **increase your debt or other legal responsibilities** under this contract, or they could **limit ours**. **You must please read them very carefully.**

Your fundamental consumer and privacy rights and remedies are guaranteed by law. This contract does not aim to unlawfully or unduly reduce, limit or avoid any rights or obligations under consumer and privacy protection or similar laws.

Definitions

- In these terms:
- academic registration** means agreement to the courses or modules you will be undertaking this year and the associated fees.
 - academic year** means the **annual period of instruction normally** running from 1 January until 31 December, or from 1 July until 30 June the following year or any other period as stipulated.
 - account payer** means the natural or juristic person responsible for paying the contract amount or other fees due by the student.
 - attend** includes taking part in any class or structured academic activity in person on a campus or remotely by online means.
 - conditional registration** includes temporary registration of a student who did not meet all the entrance requirements or provide all documents needed by us or any external provider, as long as the student meets stipulated conditions. Conditional registration does not impact on the effect of the contract which is not dependent on the type of registration.
 - contract amount** means the fees and other charges you must pay for the programme for the **relevant academic year**, including tuition fees, and any relevant application fee or deposit.
 - In addition to the contract amount, you may be liable for the costs of extra goods and services such as transport, notes, textbooks, stationery, remarking or supplementary fees.
 - The contract amount will change if you change the mode of delivery or campus or qualification on which you are registered.
 - due date** means any date in any academic year by which you must pay any part of the contract amount.
 - external provider** means a separate independent organisation from The Institute that is responsible for providing or awarding any programme or qualification. It may include any external examining body other than The Independent Institute of Education associated with these modules, programmes or qualifications. It may also include any other party offering academic help, products or services to our students by arrangement with us.

- **intellectual property** means knowledge, creative ideas, or expressions of human mind that have commercial value and are protectable under copyright, patent, service mark, trademark, or trade laws from imitation, infringement, and dilution. Intellectual property includes, brand names, discoveries, formulas, inventions, knowledge, registered designs, software, and works of artistic, literary, or musical nature.
 - **interruption** of study means not reregistering to study at the start of a new academic year prior to qualification completion.
 - **method A** means the upfront payment method where the contract amount is paid in full as a single transaction by the specified date.
 - **mode of delivery** means the way in which the programme is presented and includes distance or contact and full or part time registration.
 - **personal information** means information that can be used alone or linked with other information to identify, find or contact a person. It includes academic and financial information.
 - **POPI Act** means the Protection of Personal Information Act, 2013 (Act No. 4 of 2013)
 - **Professional body** means any body, recognised in law, to have the responsibility of regulating a particular profession or professions or aspects of the work of a particular profession or professions.
 - **programme** means any unit of study for which a student registers at IIE Rosebank College and includes, but is not limited to, full qualifications, short courses, courses, a year of study, a module or workshop or tuition support.
 - **qualification** means a qualification registered on the National Qualifications Framework (NQF) for any South African qualification or duly recognised by South African Qualifications Authority (SAQA) or Universities South Africa (USAf) for equivalency on the NQF.
 - **rules** mean our regulations, policies, the Student Code of Conduct, Dispute, Grievance and Disciplinary Policy.
 - **semester** means an academic cycle including a period of study and summative assessment normally one half of an academic year.
 - **semester start** means the date on which a semester is designated as beginning for the programme concerned on the academic planning calendar for that programme.
 - **semester end** is the date as defined in the student academic calendar.
 - **student** means the person who is registered and studying at IIE Rosebank College.
 - **transfer** means to move a student's academic record and registration from one campus to another within or between brands of The Institute or to change the mode of delivery of the programme being studied.
 - **The Institute** means The Independent Institute of Education (Pty) Ltd.
 - **we, our or us** refers to The Institute or IIE Rosebank College, or both, depending on the circumstances.
 - **you, your or yours** refers to everyone who is party to this contract (including the student) together and individually depending on the circumstances.
- 2. Financial and amendment to registration:**
- 2.1 Each person accepting this contract or submitting an online contract promises and agrees that they are jointly and severally liable to pay the contract amount to The Institute in full on these terms. This means that you are legally responsible together and individually for paying the contract amount.
 - 2.2 Each person accepting this contract is liable for the contract amount including under any circumstances in which a signed undertaking by a third party such as a company or any other sponsor has been provided in the required format but not honoured by such a third party.
 - 2.3 If we do not receive the full contract amount for the upfront payment (Method A) by the due date, we may change the payment method and you must pay based on the new payment method we will give you.
 - 2.4 Where a payment amount or method is not specified the account payer is deemed liable for the Full Settlement Fee (method A).
 - 2.5 The contract amount **must still be paid in full** irrespective of student attendance at any class or engagement with any academic activity or online content. It will not be adjusted, reduced or refunded.
 - 2.6 You must complete a "request to transfer" application in the required format (available from the campus or programme administrator) and submit to the person authorised by The Institute if the student wants to be transferred to another campus of The Institute or to change the mode of delivery for instance from distance to contact or full time to part time. The student can only be registered at the other campus or in the other mode if their account is up to date at the original campus or in the other mode.
 - 2.7 The contract amount may change as a result of any change to campus or mode of delivery or programme and the student will be liable for the contract amount for the new campus, mode of delivery or programme from the point at which the transfer is finalised. An administrative fee may be charged to effect the transfer.
 - 2.8 You must follow the stipulated process if the student wants to make any changes to their registration for any programme or part of any programme.
 - 2.9 Should you, for whatever reason, receive a financial credit in the current academic year, you may request that the remaining credit balance on your financial account be carried over to the next academic year, subject to the provisions of 10.5.18, The Institute reserves the right to confirm or deny this request in writing. In these circumstances The Institute's decision is final.
 - 2.10 We may cancel this contract and refund you any part of the contract amount already paid, excluding any registration or application fee, which you warrant that you understand has not been an advance reservation or "place holder" for purposes of Section 17 of the Consumer Protection Act 68 of 2008 ("the CPA"), and you do not have to pay the rest. We may do this if:
 - (a) the student does not meet the entrance or other requirements, including those stipulated by any professional body, proof of which will be required;
 - (b) too few students are enrolled to justify running the programme; or
 - (c) a conditionally registered student has taken all reasonable steps to comply with the conditions but has still not met them by the specified date.
 - 2.11 Any refund in terms of 10.2.9 will **exclude** an amount for any programme already commenced where the student has already logged on to the relevant learning system, attended and/or paid as a registration or application fee and/ or any academic material already supplied.
 - 2.12 This contract is **cancelled** if we or any external provider **expels** the student following the disciplinary process. We **will not refund** any fees, and **you remain responsible** for paying the balance of the contract amount in the relevant academic year.
 - 2.13 **We will not adjust or refund fees** if a student is suspended from attending or participating in any programme for any reason but is not expelled following the disciplinary process (where relevant). You **must still pay the full contract amount**.
 - 2.14 The due dates for payment of fees is as stipulated on the fee schedule annually or on acceptance of this contract for the initial academic year or upon acceptance of the academic registration form in second or subsequent years of study as may be the case.
 - 2.15 When this contract ends the terms which protect our rights will still be effective.
 - 2.16 You must send and we should receive a signed letter to the person authorised by The Institute if you intend to cancel your registration in terms of this contract. The Institute may retain the following amounts as a **reasonable cancellation fee**, and you warrant that you understand the meaning of a **reasonable cancellation fee** as set out in Section 14 of the CPA and understand that we have agreed these to be reasonable for the purposes of Section 14(3)(b)(i), to cover its administrative and other costs:

If your registration contract covers two semesters and you cancel:	The amount below must be paid and will not be refunded:
before the stipulated start date of the programme	10% of payment in terms of Method A, (Full Settlement) irrespective of the payment option you have made, plus the full cost of any academic material already supplied.
before the end of semester of your first registration First Semester Dates: Start: 15 March 2021 End: 23 July 2021 Second Semester Dates: Start: 26 July 2021 End: 10 December 2021	50% of the contract amount, plus the full cost of any academic material already supplied.
any time after the end of the first semester	100% of the contract amount, plus the full cost of any academic material already supplied.
If your registration contract covers one semester only and you cancel:	The amount below must be paid and will not be refunded:
before the stipulated start date of the programme	10% of payment in terms of Method A, (Full Settlement) irrespective of the payment option you have made, plus the full cost of any academic material already supplied.
any time after the start date of the stipulated programme	100% of the contract amount, plus the full cost of any academic material already supplied.

- 2.17 If the payment of any contract amount is late, **we may exclude the student** from campus, from attending classes for their chosen programme or qualification of study, graduation and **may also withhold results until the required amount has been paid**, without prejudice to our other rights. The student must still complete and submit any assignments and assessments set during this time. You must **still pay the full contract amount** even if we exclude the student or hold back results.
- 2.18 You remain responsible for any expenses we have to pay if you breach this contract. Our expenses may include legal fees, tracing and collection costs.
- 2.19 If any payment is more than 30 calendar days late, and no payment arrangement has been made, we may require you to **pay the entire unpaid balance of the contract amount**. We will charge **interest** on the outstanding amount at the **highest rate** allowed under the National Credit Act, 34 of 2005 as amended from time to time.
- 2.20 An account statement or a letter signed by an authorised financial manager of The Institute stating the amount you owe at any time is good enough provisional (*prima facie*) proof of your debt for all purposes.
- 2.21 Any cancellation or deferral or transfer in terms of this clause will not automatically extend maximum allowable completion times for your qualification registration.
- 2.22 You must write to the person authorised by The Institute as soon as you change address or other contact details.
- 3. Security Obligations**
- 3.1 You will not disclose any personal details and/or access details in relation to your applicant ID which has been issued to you or your online registration to any unauthorised third party or record such details in any way that may result in them becoming known to a third party. If you do not keep your personal details/access details safe, you give up any claim you may have against us for any loss or damage you may suffer because you have not kept them safe.
- 3.2 After your access details/applicant ID have been entered, we will assume that any activity in relation to your online registration is yours and any instruction is genuine. Even if someone else uses your access details, we may carry out an instruction as if you authorised it.
- 3.3 We confirm that we have reasonable security safeguards in place to protect your access details and other personal or confidential information provided by you via the online registration process. However, you accept that, while we will take all reasonable steps to prevent security breaches in respect of online registrations, any information sent over an unsecured link or communication system is susceptible to unlawful monitoring, interception or access by a third party, for which we will not be responsible.
- 4. Important indemnity:**
- 4.1 We and our agents will accept responsibility for any loss or damage suffered by the student only if such damage or loss is caused by us or our agents on purpose or by gross negligence.
- 4.2 **You indemnify (cover) us against any claim, loss, damage, injury or death that results from any negligence or deliberate act or omission (failure to act) by the student, on or off campus.**
- 4.3 **The student takes part in all activities at own risk, and you:**
- (a) **give permission** for the student to take part in IIE Rosebank College's activities on or off campus, including games, sport, cultural, educational or social activities, tours, outings or any similar activity;
- (b) understand that the activities carry **some risk of injury** and are not necessarily supported by us or subject to our supervision or control;
- (c) **indemnify us** (including our associated companies, employees, subcontractors and representatives) **against any claim** linked to any loss, damage or injury to the student or their property in the course of these activities, unless caused by our gross negligence; and
- (d) **give permission** for any of our employees or representatives to attend to any injury the student suffers while taking part in any activity, and **to consent to any medical treatment** with the same authority as a parent (*in loco parentis*) where they cannot contact the student's parent or guardian in a medical emergency; and
- (e) **agree to pay any medical or related costs incurred by The Institute for treating the student.**
- 5. General:**
- 5.1 **You warrant and promise that all your information in the application and registration form and this contract is true and correct.**
- 5.2 **The person accepting these terms warrants and promises that he/she has full contractual capacity.**
- 5.3 **In addition to the acceptance of these terms and conditions as part of this registration process by the account payer or the student, the student will be required to indicate acceptance of these terms by accepting them on the student portal the first time they access said portal and will be bound accordingly.**
- 5.4 **We may cancel or change any start or end date or timetable and class composition without notice, but with good reason, to allow for changing circumstances.**
- 5.5 **We may change the curriculum and content of any programme or module offered.**
- 5.6 **We may cancel the offering of any programme or part of a programme if there is not enough demand, as long as the contract amount is adjusted accordingly and as long as, in the case of a programme, students have not yet commenced their course of study on that programme.**
- 5.7 **The student must make sure he/she is registered for all the right subjects, modules, programmes and qualifications.**
- 5.8 **The student must make sure he/she understands all registration requirements, the prospectus, and all rules for selecting any subject and about the longest time allowed to finish their chosen programme as they may apply.**
- 5.9 **You warrant and promise that you have properly checked the relevant qualification, programme, subjects and modules before accepting this contract. You release us from responsibility for any loss or debt resulting from any incorrect registration or assessment, for any reason.**
- 5.10 **The student must get the South African Qualification Authority or Universities South Africa or both to certify any international qualification as required, at the student's own cost.**
- 5.11 **You hereby acknowledge that, where applicable, professional qualifications are designed to comply with the requirements of the relevant South African professional body and The IIE is bound by these requirements**
- 5.12 **You hereby acknowledge that you know which bodies run, accredit and award the student's study programme or qualification and understand how to register.**
- 5.13 **Where relevant you must register with any relevant external provider for the student's study programme or qualification and comply with their relevant requirements, policies and procedures, including paying the contract amount.**
- 5.14 **Our rules are available on the library website and student portal. We give students access to the rules within five working days of the stipulated starting date of a programme. Students have 10 days to read and understand the rules and how they apply to their programme. After this we may assume you have read, understood and promised to follow all the rules from your date of acceptance of this contract.**
- 5.15 **We may change rules** or introduce new rules about academic matters, student conduct and other issues at any time and the changes will be published on the student portal. The student must follow these new or changed rules.
- 5.16 **We take academic integrity very seriously. We will take disciplinary action against any student we believe is involved in cheating, plagiarism or any other breach of academic integrity. If the student is suspended or expelled, you are still responsible for paying the full contract amount.**
- 5.17 **All Intellectual Property generated through the performance of your study obligations vests with The Independent Institute of Education unless formally agreed otherwise in writing by the Registrar of The Institute in advance of the production of such Intellectual Property.**
- 5.18 **We will do our best as soon as practically possible to resume any programme which is stopped because of any circumstances beyond our reasonable control. These include electricity load shedding, extreme weather, natural disasters, war, revolution, industrial or student unrest and similar events.**
- 5.19 **This contract may only be changed or cancelled if it is done in writing and accepted by or on behalf of all parties. No specific or implied waiver of our rights is valid unless in writing and signed by all parties. However, we may regard any changes to our rules as valid and effective five working days after publishing the changes on the student portal.**
- 5.20 **You (including the student) hereby acknowledge that we collect and process personal information such as academic results, and as further defined in the Protection of Personal Information Act 4 of 2013. You give us permission to collect and process your personal information and to release such information for educational purposes or to meet legal obligations or in the case of emergency, and warrant that you give this permission freely, voluntarily and without undue influence and duress.**
- 5.21 **The Signatory hereby in terms of section 18(4) of the POPI Act gives consent to the responsible party, The Independent Institute of Education, for the noncompliance with section 18(1) of the POPI Act, the contents of which are drawn to the Signatory and the Signatory declares they are aware of at the acceptance of this Agreement.**
- 5.22 **You (including the student) hereby give us permission to send you information about academic or financial matters, lecture times, campus activities and any similar information using electronic communication, including text messages and email.**
- 5.23 **We may also send marketing material to you by electronic communication and you may opt out of receiving further such marketing material by opting out through the appropriate function on the first marketing communication received by this means.**
- 5.24 **You consent that we may share your personal information with an operator, service provider or third party, only to the extent required to render services to you, including to our academic material and software and endorsed service suppliers. We will take any necessary or adequate security measures to ensure that any operator, service provider or third party has in place adequate security measures to protect your personal information from breach. We will not do any transfer of your personal information to a person outside of South Africa unless the relevant conditions set out in section 72 of the POPI Act have been met by us.**
- 5.25 **You may request from us disclosure of the personal information we hold on you, or request amendment or correction, update or deletion of such**

personal information and we will attend to your request in accordance with relevant policy of The IIE, the POPI Act and the Promotion of Access to Information Act, 2000. Such request shall be made using the process detailed in our PAIA Manual which may be obtained from our website. You have the duty to inform us of any changes to your personal information relevant to our contractual relationship, as and when this occurs.

- 5.26 We allow students to use our information systems and networks for their studies and communicating with other students and lecturers. But we may check any information students create, store, send or receive using our systems and networks. This means that we may monitor, intercept, record or inspect all communications or data, but are not obliged to do so. The student agrees to this condition.
 - 5.27 When you accept this contract you also agree that the student has ceded and assigned (transfer) to The Institute any rights to and ownership in any intellectual property the student creates in the course of any academic study, research or project with us or in using our equipment or facilities unless explicitly agreed to in writing in advance. If this cession is held to be inadequate, then you/the student agree to sign a deed of assignment of intellectual property with The Institute.
 - 5.28 You also allow us to use any of the student's work (including work entered into any competition by us) for our marketing and promotion.
 - 5.29 You also unconditionally consent to us using any image of the student in any of our material, including social media.
 - 5.30 We may report anything to do with the student's progress, conduct, breach of any rules, or health (to the extent that a significant threat has been recognised) to their parent, guardian or account payer, or any relevant authority, and you have given us permission to provide such reports by accepting this contract. This may include personal information.
 - 5.31 International students who are not permanent residents of South Africa must get a relevant visa for study valid for the full study period from the South African Department of Home Affairs at their own cost. The visa must be in favour of The Independent Institute of Education (Pty) Ltd. If the authorities grant any visa, asylum, refugee or similar status for study purposes, and later withdraw or do not renew it, this contract is automatically cancelled. Application and other fees will not be refunded. This means you remain responsible for the full balance of the contract amount. We will consider a refund if you send us proof that a study visa has been denied or an asylum seeker visa has not been renewed.
 - 5.32 International students who are enrolled for distance learning are responsible for procuring the necessary visa for entry into South Africa as may be required for the programme.
 - 5.33 We do not make any guarantee, promise or representation about the student's success, failure or performance in any student's chosen study programme.
 - 5.34 The contract is binding once accepted. Academic registration is conditional on submission of all documents needed to complete our registration process, and that we accept the documents. If any of these are not supplied, the student will not be able to graduate. The student must make sure we have certified copies of the documents and must resubmit them if necessary. All documents submitted must be valid and we will take appropriate action if any fraudulent documents are submitted.
 - 5.35 This contract shall be interpreted in accordance with the law of the Republic of South Africa.
 - 5.36 The parties consent to the jurisdiction of the Magistrate's Court having jurisdiction in respect of any legal action which either party may institute against the other arising from this contract.
 - 5.37 The parties choose their street addresses below for service and delivery of legal notices and communications (*domicilium citandi et executandi*) in connection with this contract:
 - Every person accepting these terms including the student: Your address in Sections B and E of this contract;
 - The Institute: ADVTECH House, Inanda Greens Office Park, 54 Wierda Road West, Wierda Valley, Sandton, 2196 (marked for the attention of the Director of The Institute).
- The person accepting this contract warrants and promises that they have read this contract and understood it, and that they have the authority to accept and be contractually bound by the terms of this contract. The person accepting this contract is aware that the student will also be required to accept these terms the first time they log in to the student portal.

By clicking "I accept" you: (i) represent and warrant that you have read and understood these Terms of Registration and; (ii) signify your agreement with these Terms of Registration and to be bound by them and (iii) signify that the student is aware of the binding nature of these terms to which the student will need to signify agreement by accepting them on the student portal.

SECTION H. SIGNATURE SECTION		
I/We the undersigned have read, completed and understood the entire contents of this Registration Contract and hereby jointly and severally bound and accept all terms and conditions of this Registration Contract.		
1. Print Name and Surname - Account Payer (Compulsory)		Date
Signature of Account Payer (Compulsory)		
2. Print Name and Surname - Parent/Legal Guardian		Date
Signature of Parent/Legal Guardian		
3. Print Name and Surname - Student (Compulsory)		Date
Signature of Student (Compulsory)		
SECTION I. ADMINISTRATION SIGN OFF (FOR OFFICE USE ONLY)		
Signed Contract: <input type="checkbox"/>	Student ID: <input type="checkbox"/>	Account Payer ID: <input type="checkbox"/>
Statement of Results or NSC: <input type="checkbox"/>	Supporting Docs: <input type="checkbox"/>	DOCUMENTS CHECKED BY
Signed Contract: <input type="checkbox"/>	Student ID: <input type="checkbox"/>	Account Payer ID: <input type="checkbox"/>
Statement of Results or NSC: <input type="checkbox"/>	Supporting Docs: <input type="checkbox"/>	DOCUMENTS SCANNED AND LOADED BY
Full Load: <input type="checkbox"/>	Repeat/s Only <input type="checkbox"/>	MODULES SELECTED BY
2021 Registration Complete: <input type="checkbox"/>	Discount: <input type="checkbox"/>	Authorised: <input type="checkbox"/>
Print Name and Surname (Student Advisor)		Date
Authorised IIE Rosebank College Representative (Registration Officer)		Date
DEBTORS DEPARTMENT AUTHORISATION		AUTHORISATION COMPLETED BY
Qualify prior year fees: <input type="checkbox"/>	Debit Order payment added on RC4ME: <input type="checkbox"/>	