



CATHY HILL TECHNOLOGIES

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 Website: www.training.hilltechnologies.co.za Email: info@hilltechnologies.co.za
SOUTH AFRICA

NEW STUDENT REGISTRATION FORM

PLEASE COMPLETE ALL SECTIONS BELOW AS REQUIRED (PRINT CLEARLY)

Student Registration No		Date of Registration	
PERSONAL DETAILS			
Title	Surname	First Name	
Date of Birth		ID/Passport No.	
CONTACT DETAILS			
Telephone(H)	Telephone(W)	Cell phone	
Email		Fax	
Physical Address:		Postal Address:	
Postal code		Postal Code	
Occupation:		Postal Address:	
Next of Kin Name:		Next of Kin Phone Number:	
PROGRAMMES OF STUDY			
<i>Please indicate with a tick, the qualification you are applying for (For short courses, we only have Certificates)</i>			
<input type="checkbox"/> Certificate		<input type="checkbox"/> Diploman	
<input type="checkbox"/> National Certificate		<input type="checkbox"/> Bachelors	
<i>Please indicate the category of course/training you are applying for</i>			
<input type="checkbox"/> Skills Development (Short Course)		<input type="checkbox"/> N1-N6 National Curriculum	
<input type="checkbox"/> Artisans (Trade Test Section 28 – Experts)		<input type="checkbox"/> Artisans (Trade Test Section 13 – Interns)	
COURSE/TRAINING DETAILS			
Date of Arrival	Start Date		
Mode of Training	<input type="checkbox"/> Theory		<input type="checkbox"/> Practicals
Training Centre	<input type="checkbox"/> Polokwane	<input type="checkbox"/> Johannesburg	<input type="checkbox"/> Rustenburg
Training Load	<input type="checkbox"/> Full Time		<input type="checkbox"/> Part Time
COURSES (Place a tick in the appropriate box)			
<input type="checkbox"/> Forklift 1-3 tonnes	<input type="checkbox"/> Internal Drill Rig	<input type="checkbox"/> Overhead Crane	
<input type="checkbox"/> Forklift 3-9 tonnes	<input type="checkbox"/> Surface Drill Rig	<input type="checkbox"/> Learner Miner	
<input type="checkbox"/> Forklift > 9 tonnes	<input type="checkbox"/> LHD Scoop	<input type="checkbox"/> Mine Manager	
<input type="checkbox"/> Fire fighting (Specify level)_____	<input type="checkbox"/> Tractor	<input type="checkbox"/> Mining Foreman	
<input type="checkbox"/> First Aid (Specify Level)_____	<input type="checkbox"/> Bull Dozer	<input type="checkbox"/> Bob Cat	
<input type="checkbox"/> TLB	<input type="checkbox"/> Excavator	<input type="checkbox"/> Front End Loader	
<input type="checkbox"/> Grader	<input type="checkbox"/> Blasting	<input type="checkbox"/> Welding (Specify) Arc, Oxy, Tig	
<input type="checkbox"/> Dump Truck	<input type="checkbox"/> Truck Driving Code 14	<input type="checkbox"/> Safety Rep	
<input type="checkbox"/> Boiler Maker	<input type="checkbox"/> Bus Driving Code 14	<input type="checkbox"/> Safety Officer	
<input type="checkbox"/> Diesel Mechanic	<input type="checkbox"/> Roller	<input type="checkbox"/> Fitter & Turner	
<input type="checkbox"/> Electrical Engineering	<input type="checkbox"/> Rock Drilling	<input type="checkbox"/> On setter	
<input type="checkbox"/> Rigger	<input type="checkbox"/> Blasting	Include course of choice	
<input type="checkbox"/> Citter	<input type="checkbox"/> Mobile Crane	(i) _____	
<input type="checkbox"/> Scaffolding	<input type="checkbox"/> Tower Crane	(ii) _____	

PAYMENT CONDITIONS

Deposits can be made by cash, guaranteed cheque (made out to CH Technologies), EFT or direct deposit and a copy of your proof of payment must be emailed to info@hilltechnologies.co.za. All proofs of payment must include your name and surname and/or student number (if any) as reference. Monthly payments (Not applicable for short term courses) may only be made by debit order and a debit order instruction form is available from the training centre administration. Monthly debits will take effect at the commencement of the trimester. Kindly note that all debit order instructions are subject to a credit check.

SHORT COURSES PAYMENT POLICY

CH Technologies does not accept deposits for short term or skills development courses. Students intending to pay in installments may still do so but will only be allowed for the trainings after 100% of their training costs have been paid.

A 10% interest shall be charged on each deposit paid by this method.

BANK DETAILS

Bank: Absa

Account Name: CH Technologies

More Details Pending Request

WITHDRAWAL POLICY

“**Withdrawal**” refers to the termination of a student’s enrolment. This form is to be used by any CH Technologies student who wishes to permanently discontinue their studies with the Institution. Please submit the completed form to the Administrators’ Office for processing.

Currently, we do not have withdrawal policy for short term/skills development courses

Refund of Fees:

- Fees will be refunded at the rate of 100% for module(s) not commenced if **written notification** is received **prior** to the close of registration.
- Withdrawal within one (1) to three (3) weeks of the module’s commencement 75% of the full module fee will be refunded.
- Withdrawal requested in over three weeks of the module’s commencement will be liable for the full module fee, i.e. no refund will be granted, unless mitigating circumstances warrant full refund.

Distance Education:

A student withdrawing from Distance Education mode of study who has already received study materials must return these to the Registrar’s Office with their completed Withdrawal of Study Form before the withdrawal application can be processed.

International Students:

In the instance where an international student withdraws from their programme of study, the Registrar is obliged to notify the Department of Home Affairs of the withdrawal and provide the following details:

Currently, we do not have withdrawal policy for short term/skills development courses

- ❑ Reasons for withdrawal
- ❑ Date enrolment was withdrawn
- ❑ Any other relevant details as necessary

DECLARATION

1. The student/parent/legal guardian hereby agrees to pay the fees for the modules selected as reflected under the Payment Structure section of this document, which shall be incorporated into this contract.
2. The student/parent/legal guardian will not be absolved of the responsibility to pay such fees by virtue of incorrect billing or any other factor.
3. CH Technologies resumes the right to suspend a student's course of study should they be deemed unsuitable for this field of study.
4. I am aware that the CH Technologies student handbook is available. By signing this form I acknowledge that I have read and understood the policies, procedures and terms set out in the CH Technologies student handbook and I agree to be bound and abide by the policies, procedures and terms set out in the student handbook as amended from time to time. I acknowledge and agree that the acceptance of my application by CH Technologies is conditional upon my agreement to be bound and abide by the policies, procedures and terms set out in the student handbook as amended from time to time.
5. I declare that the information I have supplied on this form is, to the best of my understanding and belief, complete and correct.
6. If I am a minor, I declare that my admission to CH Technologies has the consent of my parent/guardian.
7. I hold myself responsible for the payment of all fees and other charges payable by me to CH Technologies for all modules which I register. If I am in arrears, I will be liable for all costs of recovery, including fees charged by external debt collectors on the scale as between the debt collector and client plus collection commission
8. I accept, agree and understand that: CH Technologies keeps and processes data and documents in electronic format, including data supplied by me in this application form; CH Technologies may use and transfer such data and use such documents in electronic or other formats for CH Technologies purposes including submission of data for the national learner record database as required by the department of higher education and training; that records of qualifiers and academic records are placed in the public domain; and that electronically generated documents may be used in place of the originals signed by me.
9. Indemnity: I hereby waive any claims against CH Technologies for any damages or losses suffered while I am, or as a consequence of my being, a student of CH Technologies, as well as any damage to any property belonging to me or any other person, howsoever such damage or loss is caused, including but not limited to the negligence of CH Technologies or any official, employee, or representative of CH Technologies. I or my estate hereby indemnifies CH Technologies against any claims by any person arising in any way as stated above or in respect of my own negligent or willful acts or omissions.

I, _____
(PLEASE PRINT NAME OF STUDENT)

Hereby agree to be liable for the contract amount, subject to the policy and conditions stipulated on this contract.

Signature: _____

Date: _____

I/We, _____
(PLEASE PRINT NAME OF PARENT/GUARDIAN)

Hereby agree to be liable for the contract amount, subject to the policy and conditions stipulated on this contract.

Signature: _____

Date: _____