

2019 TERMS AND CONDITIONS

The signatories to this contract agree to the following terms and conditions of registration with Edge Business School (hereafter referred to as EBS)

1. Financial

- 1.1 The signatories acknowledge that they will be jointly and severally liable to EBS for payment in full of all fees and other charges ("the contract amount") as detailed in the registration form, subject to the terms and conditions set out below, and that, having regard to all their financial obligations, they have sufficient funds to make all the payments in terms of this contract on due date.
- 1.2 Payment of the contract amount in full in terms of payment Method "A" must be received on or before the *due* date as set out on the registration form under PAYMENT OPTIONS. Should this payment not be received by the due date, the contract amount as set out in Method "B" of this registration contract may, at the sole discretion of EBS, be charged and EBS may, at its election, issue the signatories with new payment details in accordance therewith.
- 1.3 The "contract amount" includes deposit, Edge tuition fees, Edge notes and where applicable an administration fee but (unless otherwise specified) does not include: external provider fees, notes, textbooks, stationery or other items. These items will be charged for separately where applicable or is payable directly to the external supplier. The signatory/ies will be responsible for the cost of transport and any specialised consumables used during the module / programme / qualification, including but not limited to: UNISA / ICB material, prescribed textbooks, manuals, data costs, specialised stationery, printing of assignments, CDs, toolkits or any other material. Edge notes do not replace prescribed textbooks.
- 1.4 This contract may not be cancelled unless –
 - 1.4.1 The student fails to satisfy the **qualification** entrance requirements of the applicable external provider or examining body or EBS (in which event the signatories shall be entitled to a refund of the contract amount, or any portion thereof paid to date. Refunds are at the sole discretion of EBS. This clause is not applicable where a student has met qualification entrance but has not met examination entry requirements. Where a student does not meet exam entrance for any reason whatsoever, the account remains in force and the account payer remains liable for the full contract amount.
 - 1.4.2 Insufficient enrolments are received at EBS; it will be at EBS's sole discretion which will not be unreasonably exercised, the running of the programme for which the student has enrolled (in which event the signatories shall be entitled to a refund, at the sole discretion of EBS, of the contract amount, or any portion thereof paid to date); or
 - 1.4.3 The student has been expelled following due process; in which event the fees will not be refunded and the signatories will remain liable for the balance of outstanding fees.
 - 1.4.4 The student has been removed from full time classes and moved to online classes due to not honouring the **Attendance and Conduct Policy**.
- 1.5 In the event of 1.4.1 or 1.4.2 above, EBS will refund all monies calculated as due and payable in terms of the EBS Cancellation Policy above. Notes issued must be returned to EBS. First year students must return notes, electronic devices and calculators which may have been issued, in good working order. Where the electronic device and / or financial calculator is not returned in good working order or not returned, the signatories remain liable for costs thereof.
- 1.6 If a student is suspended from attendance for any reason whatsoever, but not expelled, following due process, the fees payable by the signatories will not be adjusted or reduced at all as a consequence of non-attendance and the signatories will remain liable for payment of the full contract amount.

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1.7 The student or his/her parents or guardians must give written and signed notice of the student's intention to deregister from EBS, to the Administration Manager – Student Services, provided however that any student, who has registered for a programme of study and who deregisters for any reason during the year, remains liable, together with the signatories, for payment of fees as set out herein. In the event of 1.4.1 or 1.4.2 above, EBS will refund all monies calculated as due and payable in terms of the EBS **Deregistration Policy**.

1.8 In the case of a semester based registration, the EBS Deregistration Policy states:

1.8.1 If a student deregisters within the first **14 days** of the course module commencing, he/she is entitled to a full refund of the tuition fee less R1 000 administration fee*. All course material issued must be returned, failing which the cost thereof will be deducted from any refund due. All electronic devices and calculators issued must be returned to EBS in good working order. Where the electronic device and / or financial calculator is not returned in good working order or not returned, the signatories remain liable for costs thereof. Initial

1.8.2 If a student deregisters **after the first 14 days** of the course module* commencing, he/she will not be entitled to any refund of fees and all outstanding fees must be paid in accordance with the registration contract and within the time periods specified. Initial

1.9 In the case of an annual based registration, the EBS Deregistration Policy states:

1.9.1 If a student deregisters within the first **14 days** of the course module commencing, he/she is entitled to a full refund of the tuition fee less R1 000 administration fee*. All course material issued must be returned, failing which the cost thereof will be deducted from any refund due. All electronic devices and calculators issued must be returned to EBS in good working order. Where the electronic device and / or financial calculator is not returned in good working order or not returned, the signatories remain liable for costs thereof. Initial

1.9.2 If a student deregisters **after the first 14 days but within 30 days** of the course module commencing, he/she is entitled to a refund of 50% of the tuition fee less the R1 000 administration fee*. All course material issued must be returned, failing which the cost thereof will be deducted from any refund due. All electronic devices and calculators issued must be returned to EBS in good working order. Where the electronic device and / or financial calculator is not returned in good working order or not returned, the signatories remain liable for costs thereof. Initial

1.9.3 If a student deregisters **after 30 days** of commencement of the course module, he/she will not be entitled to a refund of any fees and all outstanding fees must be paid in accordance with the registration contract and within the time period specified. Initial

* The administration fee applies per module.

1.10 Should any monies due by the student or the signatory under this contract not be paid on the due date, the student may be excluded from (i) attending further lectures, and/or (ii) access to EBS and all other facilities including blocking access to any google offerings pending resolution of any amounts due by the student or until such time as all monies due have been paid in full. This is without prejudice to any other rights of EBS. Exclusion, as set out above, will not relieve the signatory/ies of any obligation to pay the contract amount, or any balance outstanding.

1.11 The signatory/ies will remain liable for all expenses incurred by EBS as a result of any breach on his / her / their part of this contract and acknowledge that this may include legal, tracing and collection costs.

1.12 If any payment due under this contract remains unpaid for a period of thirty (30) days after the due date thereof, the entire outstanding balance will immediately become due and payable.

1.13 Should the signatory/ies choose to make payment in cash, EBS will not be held responsible for loss of cash unless this is personally handed to the cashier and an official Edge Business School receipt is received for the cash payment. EBS prefers that payments not be made in cash and reserves the right not to accept cash.

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1.14 Payment by cheque must be made payable to **Edge Business School (Pty) Ltd** and the cheque must be crossed and marked 'not transferable'.
A fee of R150 per transaction will be charged to a student's study fee account for all dishonoured cheque and debit order transactions.

1.15 Overdue accounts and accounts handed over for collection

No student will be allowed to re-register with EBS until all outstanding debt of previous registration periods has been settled in full. Should a student's account be more than 30 days outstanding, access will be blocked until such time as the account is rectified. Student accounts which are more than 60 days overdue may be handed over to a third party for collection. Any collection/legal costs that may arise from the account being handed over will be for the account of the student. Payment or arrangements thereof of overdue accounts handed over for collection should be made with the collection company concerned.

1.16 Undergraduate Tuition Fees

The 2019 EBS Fee Schedule documents for UNISA and ICB registered students must be read in conjunction with the information given below.

The fees mentioned below and in the Fee Schedule are for upfront payment. For terms payment (instalment), a collection fee is added – see the section on PAYMENT OPTIONS for further information.

1.16.1

UNISA registered students

Full Time – Annual Fees for UNISA registered students:

Degree:

(a) The 2019 annual fee is R45 000 and is for 10 modules. This will allow the student to attend all lectures for any subject chosen on a full or part time basis. These annual fee students may attend either the full time or part time revision and exam courses for the module free of charge. Students must register for all modules at the beginning of the academic year and submit their UNISA registration document for the current year (The UNISA document may show only one semester.) The 2nd semester modules registered at EBS may be changed during the year at no additional cost to the student once 1st semester results are received. Students may only register for modules for which they are registered at UNISA.

(b) Students may register individual modules as per the Fee Schedule.

Higher Certificate:

(c) The 2019 annual fee for full time studies is R45 000. Students must register for all UNISA modules at the beginning of the academic year.

(d) Students may register individual modules as per the Fee Schedule.

Part Time – Annual Fees for UNISA registered students:

(e) Students who register for 6 or more modules at the beginning of the academic year for the year or for two consecutive semesters at the beginning of the first semester qualify for a 15% discount based on the module fees as per the 2019 Fee Schedule.

Part Time – Semester Fees for UNISA registered students:

Degree and Higher Certificate

(f) Individually priced module fees are placed on the 2019 Edge Fees Schedule.

Online – Fees as per Schedule

(g) Students may register individual modules.

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1.16.2 Discounts for UNISA registered students - undergraduate

(a) Discounts are available for academic performance to a UNISA undergraduate who registers for all 10 **full time** full time modules when registering at the beginning of 2019 for the calendar year.

Number of Distinctions Achieved in the 2017 Calendar Year for UNISA exams:	% Discount on Tuition Fee
10 Distinctions	75%
9 Distinctions	50%
8 Distinctions	25%
7 Distinctions or less	R500 per Distinction

(b) Discounts are available for academic performance to a Grade 12 (2018) who registers for 10 **full time** modules when registering at the beginning of 2019 for the calendar year.

Number of Distinctions	Grade 12 2018 only
6 or more Distinctions*	75%
4 to 5 Distinctions*	50%
3 Distinctions*	25%
* Excluding Life Orientation	

1.16.3

ICB registered students

Part Time – Fees for ICB registered students:

National Certificate: Bookkeeping:

(a) EBS fees per module are R6 000. This fee includes the ICB textbook, and the exam fee for one opportunity to write each subject. The ICB annual student registration fee is R350 and this fee is **not** included in the EBS module tuition fee. Students may pay EBS the ICB registration fee of R350 and EBS will register them with the ICB for 2019.

Further Education and Training Certificate: Bookkeeping:

(b) EBS fees per modules are R6 500. This fee includes the ICB textbook, and the exam fee for one opportunity to write each subject. The ICB annual student registration fee is R350 and this fee is **not** included in the EBS module tuition fee. Students may pay EBS the ICB registration fee of R350 and EBS will register them with the ICB for 2019.

Online – Fees for ICB registered students:

National Certificate: Bookkeeping:

(c) EBS fees per module are R3 000 and are for EBS online tuition only. The ICB annual registration fee, ICB exam fee(s) and textbook fees are for the student's own account and students must pay the provider directly.

Further Education and Training Certificate: Bookkeeping:

(d) EBS fees per module are R3 000 and are for EBS online tuition only. The ICB annual registration fee, ICB exam fee(s) and textbook fees are for the student's own account and students must pay the provider directly.

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1.17 Postgraduate Tuition Fees

The 2019 EBS Fee Schedule documents for UNISA CTA students must be read in conjunction with the information given below.

The fees mentioned below and in the Fee Schedule are for upfront payment. For terms payment (instalment), a collection fee is added – see the section on PAYMENT OPTIONS for further information.

1.17.1

Full Time – Annual Fees for UNISA registered students:

- (a) **Postgraduate Diploma in Accounting Science (CTA Level 1):** The 2019 annual fee is R45 000 and students may register for all 5 modules. Students who registered at Edge for all 5 level 1 modules full time and passed in 2018, may register for all 5 level 2 modules full time at a fee of R20 000 in 2019. Students attend tutorial classes with part time students as per the part time timetable.
- (b) **Postgraduate Diploma in Applied Accounting Science (CTA Level 2):** The 2019 annual fee is R45 000 for all 5 modules.
- (c) Students may register for packages or individual modules as per the EBS CTA Fee Schedule.

Part Time – Annual Fees for UNISA registered students

- (d) **Postgraduate Diploma in Accounting Science (CTA Level 1):** The 2019 annual fee is R16 000 for all 5 modules. Students who registered at Edge for all 5 level 1 modules part time and passed in 2018, may register for all 5 level 2 modules full time at a fee of R10 000 in 2019.
- (e) Students may register for packages or individual modules as per the EBS CTA Fee Schedule.
- (f) **Postgraduate Diploma in Applied Accounting Science (CTA Level 2):** The 2019 annual fee is R16 000 for all 5 modules.
- (g) Students may register for packages or individual modules as per the CTA Fee Schedule.

Online – Annual Fees for UNISA registered students

- (h) **Postgraduate Diploma in Accounting Science (CTA Level 1):** The 2019 annual fee is R10 000 for all 5 modules.
- (i) **Postgraduate Diploma in Applied Accounting Science (CTA Level 2):** The 2019 annual fee is R10 000 for all 5 modules.
- (j) Students may register for the packages or individual modules as per the CTA Fee Schedule.

1.17.2 Discounts for UNISA registered students - CTA

- (a) Discounts are available for academic performance to a UNISA postgraduate who registers for all 5 **full time** CTA modules at the beginning of 2019, after completing their undergraduate degree in 2018.

Number of Distinctions Achieved in the 2017 Calendar Year for UNISA exams:	% Discount on Tuition Fee
10 Distinctions	75%
9 Distinctions	50%
8 Distinctions	25%
7 Distinctions or less	R500 per Distinction



(b) Discounts are available for academic performance to a CTA Level 1 student from 2018 who returns and registers **full time** for all 5 CTA Level 2 modules in 2019. Students who qualify for the academic discount may select either the returning student discount (R20 000) or the academic discount but not both.

Number of Distinctions	CTA Level 1, 2018
5 Distinctions*	75%
4 Distinctions*	50%
3 Distinctions*	25%

(c) Discounts are available for academic performance to a UNISA postgraduate who registers for all 5 **part time** CTA modules at the beginning of 2019.

- R500 per distinction achieved in 2018

1.18 PAYMENT OPTIONS for all qualifications

1.18.1 **Full time students** may attend the **first week** of lectures only, without EBS having received payment. In the first semester, this is for the week beginning Monday 28 January 2019. Thereafter, from Monday 4 February 2019, students must be properly registered (signed registration forms, payments received as per payment option method selected and required documentation submitted) in order to attend lectures. For the 2nd semester 2019, new full time students may attend lectures in the week beginning Monday 22 July 2019 without EBS having received payment. Thereafter, from Monday 29 July 2019, students must be properly registered.

1.18.2 **Part time students** may attend the **first scheduled lecture** of a module scheduled for 6 or more sessions only, without being registered. Thereafter, students must be properly registered (signed registration forms, payments received as per payment option method selected and required documentation submitted) in order to attend lectures. Students must be registered to attend any lecture for all modules with less than 6 scheduled lectures in the semester.

Saturday and Sunday sessions may be considered as part of the full time lecture programme.



Please ✓ the method of payment applicable to this registration

Method A (a) Settlement of fees in full at registration

The full amount of tuition fees due for the semester or the year is settled at registration.

Method B (b) Settlement of fees on terms / Debit order system

The debit order application form must be completed and submitted at registration. Collections are scheduled for the last working day of the month.

(b)(i) **Undergraduate – registrations:** For students who choose to pay their account over 4 months, there is an administration fee of 5% of their tuition fees.

Where the 4 month instalment period is applicable: The administration fee is added to the tuition fees and total fees are collected in 4 equal monthly instalments as follows: One quarter ($\frac{1}{4}$) of the total fees is due at registration (January 2019) and the remaining ($\frac{1}{4}$) is due each month on 28 February, 29 March and 30 April 2019. 2nd semester collections for students who are newly registered, are as follows: One quarter ($\frac{1}{4}$) of the total fees is due at registration (July 2019) and the remaining ($\frac{1}{4}$) is due each month on 30 August, 30 September and 31 October 2019.

ICB students who only register for the National Certificate: Bookkeeping may have a terms agreement on the 4 month instalment period only – not on the 9 instalment period.

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(b)(ii) **Undergraduate – annual registrations:** For students who choose to pay their account over 9 months, there is an administration fee of 10% of their tuition fees.

Where the 9 month instalment period is applicable: The administration fee is added to the tuition fees and total fees are collected in 9 equal monthly instalments as follows: One ninth ($\frac{1}{9}$) of the total fees is due at registration, $\frac{1}{9}$ on 28 February, $\frac{1}{9}$ on 29 March, $\frac{1}{9}$ on 30 April, $\frac{1}{9}$ on 31 May, $\frac{1}{9}$ on 28 June, $\frac{1}{9}$ on 31 July, $\frac{1}{9}$ on 30 August, and $\frac{1}{9}$ on 30 September 2019.

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Postgraduate:

(b)(iii) For students who choose to pay their account over 4 months, there is an administration fee of 5% of their tuition fees.

CTA - Where the 4 month instalment period is applicable: the administration fee is added to the tuition fees and total fees are collected in 4 equal monthly instalments as follows: One quarter ($\frac{1}{4}$) of the total fees is due at registration and the remaining ($\frac{1}{4}$) is due each month on 28 February, 29 March and 30 April 2019.

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(b)(iv) Where the 9 month instalment period is applicable: The administration fee of 10% is added to the tuition fees and total fees are collected in 9 equal monthly instalments as follows: One ninth ($\frac{1}{9}$) of the total fees is due at registration, $\frac{1}{9}$ on 28 February, $\frac{1}{9}$ on 29 March, $\frac{1}{9}$ on 30 April, $\frac{1}{9}$ on 31 May, $\frac{1}{9}$ on 28 June, $\frac{1}{9}$ on 31 July, $\frac{1}{9}$ on 30 August and $\frac{1}{9}$ on 30 September 2019.

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1.19 For all instalment payments:

A student who registers after the 1st instalment due date; the initial sum paid to EBS must include amounts due by the stated dates.

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2 General

- 2.1 EBS is committed to protecting our users' privacy as per the Protection of Personal Information Act, 2013.
- 2.2 The collected personal information is stored in databases to which access is strictly controlled and is accessible only to staff, who in the course of their duties need to have access to such information.
- 2.3 No personal information about a user will be disclosed to third parties without the user's permission or due process.
- 2.4 EBS may use any images (photograph or other) taken of the student in any advertising without restriction. The student consents thereto.
- 2.5 The signatory/ies warrant that the information submitted on the registration contract is both true and correct.
- 2.6 EBS reserves the right to cancel and/or amend certification, programme syllabi, commencement and termination dates and timetables without prior notice, which discretion shall be exercised reasonably, to accommodate changing circumstances.
- 2.7 EBS, at its sole discretion, which discretion shall be exercised reasonably, may combine classes of similar academic level and content or cancel tuition in any programme or module advertised and offered, on an insufficient demand basis; provided that the contract amount shall be adjusted accordingly.
The onus remains on the student to ensure that he/she is registered for the correct subject(s) / module(s), programme or qualification.
- 2.8 The student must familiarise himself/herself with the registration requirements, subject selection criteria, rules, regulations and prospectus, as well as any rules regarding the maximum completion time for the chosen qualification. Accordingly, the signatories, and more specifically the student, warrant that they have investigated the programme concerned to their satisfaction prior to the signing of this contract.
- 2.9 The signatory/ies acknowledge/s that they are aware of who the conferring body is for the qualification or programme of study for which the student registers as well as any particular information in relation to accreditation and registration of this programme of study. The signatory/ies acknowledge/s that they are responsible for registering with the external examining body, if any, for the qualification or programme of study for which the student registers and otherwise complying with any of the requirements of the external examiner including the payment of any fees.
- 2.10 Access to google classroom modules is only for the academic semester (undergraduate) or academic year (postgraduate) in which the student has registered at Edge and only until the date of the exam. The student is removed from accessing the google classroom once the exam for the module for which they registered at Edge has been written.
- 2.11 The student is solely responsible for all service, telephony, data charges and/or other fees and costs associated with access to Edge online google offerings and use of these services, as well as for obtaining and maintaining all telephone, computer hardware (including electronic devices received from EBS), and other equipment required for such access and use.
- 2.12 The student will not copy, modify, reverse engineer, reproduce, distribute, publicly display, publicly perform, communicate to the public, create derivative works from, deface, tarnish, mutilate, hack, interfere with, or otherwise use and exploit any content from EBS. This includes content and video recordings from the google offering.
- 2.13 **All EBS material/notes/packs issued to students are copyright protected** and no part of the material may be reproduced, distributed or transmitted in any form or by any means, including photocopying, recording or other electronic or mechanical methods.
- 2.14 The student and other signatories hereby confirm that the student will be provided with a copy of the EBS's rules/regulations and student code of conduct within 14 days of commencement of classes. The student has 21 days' within which to read and acquaint him/herself with the content thereof, and to familiarise him / herself with their application to the modules/programme/ qualification for which the student is registering. Thereafter it will be assumed that the student has read and understood such rules, regulations and code of conduct and that he/she has undertaken to abide by and comply with the terms thereof, as they may be amended from time to time.



- 2.15 The signatory/ies consent to EBS utilising electronic methods of communication (including SMS and email) in matters of an academic nature, or relating to scheduling of lectures, or similar issues.
- 2.16 EBS may from time to time institute rules and regulations deemed necessary relating to module attendance, student conduct and other related matters.
- 2.17 Academic integrity is taken very seriously. Any violations of academic integrity by the student including, but not limited to, cheating or plagiarism, will result in disciplinary action being instituted against the student which could result in expulsion. The provisions of 1.4.1 and/or 1.4.2 will not be applicable.
- 2.18 In the event of an act of God, war, insurrection, industrial or student unrest, natural disasters or other such events that may cause the temporary cessation of tuition or classes, EBS shall use its best endeavours to resume lectures as soon as is practically possible; however, no guarantees can be made in this regard.
- 2.19 The student and other signatories acknowledge that EBS has the right to view and obtain the student's results from external examining bodies. In addition, the student and other signatories consent to EBS providing confirmation of graduation or non-graduation to external bodies and will verify student's results upon request from external bodies.
- 2.20 The student and other signatories cede and assign to EBS, all rights, title and interest in and to any intellectual property that may be created in the course of any study or research project that the student undertakes or may undertake at EBS or that the student develops or may develop with the assistance of EBS's equipment and/or facilities.
The student and other signatories furthermore acknowledge that and consent to the outcomes of any work undertaken by the student being used by EBS in marketing and promotion activities (including any competitions in to which student work is entered by EBS).
- 2.21 EBS may, at its discretion, report to the parent, guardian or bursar of the major fee contributor, any breach of rules and regulations by the student or on any other matter concerning the progress, conduct, wellbeing or health of the student. The student consents to this.
- 2.22 No guarantees, promises or representations of any nature are made by EBS pertaining to the student's enrolment for programme(s) selected by the student with regard to the student's success or failure or otherwise.
- 2.23 Where at the discretion of the Chief Operations Officer, a deferment of an EBS registered module has been approved, the module must be registered at EBS in the semester when next offered. Additional fees may be incurred where the price of the module in the following semester is higher than the fee when the module was first registered. The credit on an approved EBS deferred module will expire after 12 months. Initial
- 2.24 Students will only receive notes from the print room on presentation of a valid EBS student card and receipt for modules for the semester in which they are registered at EBS. Only one copy of notes is issued per student per module. EBS does not sell notes out of hand.
- 2.25 CTA students are encouraged to register for all 5 modules. Where a student is not registered at UNISA for all 5 modules in the Postgraduate Diploma in Accounting Science (CTA L1) or the Postgraduate Diploma in Applied Accounting Science (CTA L2), EBS will allow a registration of individual modules. Criteria for discounts based on a student's registration remain applicable as per the fee schedule. This means that a student who does not register for all 5 CTA modules in the 2018 calendar year will not be considered for discounts in 2019.
- 2.26 **All EBS students and visitors are required to park in the Stoneridge Centre basement parking. If a student's or visitor's vehicle remains in the uncovered parking, it will be clamped and a fine imposed. This is for the student's cost.** Students and visitors park at their own risk and EBS assumes no responsibility for loss or damage to vehicles or personal property.

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3. Indemnity

- 3.1 EBS or any of its representatives shall not be liable for any loss or damage, howsoever sustained whilst the student is enrolled at EBS. The signatory/ies hereby indemnify EBS against all and any claims made by any person whatsoever in respect of any damage arising out of any grossly negligent or intentional acts or omissions by the student.
- 3.2 The signatory/ies accept liability for damage to EBS's property, injury to, death of any student, or loss or damage to personal effects and possessions as a result of the actions of the student whilst the student is on campus and they hereby indemnify EBS accordingly.

All signatories to the contract:

- 3.3 Consent to the student participating in the activities of EBS, whether conducted on or off campus, including but not limited to, games, cultural, social and sporting activities and tours and excursions of vocational educational, social, sporting or general interest;
- 3.4 Understand and accept that such activities shall be undertaken at the student's own risk and undertake on behalf of themselves, their spouses, executors and the student to indemnify, hold harmless and absolve EBS, it's associated companies and its employees and representatives, acting in such capacity, against all and any claims whatsoever which may arise in connection with any loss, damage or injury to the person or property of the student in the course of such activities;
- 3.5 Confirm that in the event of the student being injured whilst participating in any activity, an employee or representative of EBS is hereby authorised to attend to such injury and to act with the same authority as the parent (*in loco parentis*) and to consent to any medical treatment on behalf of the student should consent be required for medical reasons on an urgent basis and should it not be possible for the parents to be contacted timeously.

Signed at on this day of 20....

.....
Student: Full name

.....
Signature

.....
Parent/Guardian: Full name
(where student is under 18 and/or account payer)

.....
Signature



Annexure A

DEBIT ORDER APPLICATION FORM

Student's Name: Debtor No:

Account holder details

Title		Surname											
First Name													
ID number													
Postal address													
Residential address													
Telephone	Home						Work						
Mobile Number													
Email address													

Banking details

Name of bank					Name of branch			
Account number					Branch code			
Type of account	Current		Savings		Transmission		Other	

I the undersigned authorise Edge Business School (Pty)Ltd to draw against my/our bank account the debit order amount in terms of my application on the **last working day of each month** for the ruling amount in terms of the stipulations of the contract, payments in arrears and debt instalment, on the day commencing _____ and be terminated on _____. All such withdrawals from my account will be treated as though they have been signed by me personally and I requested the bank to debit my account with these drawings. *

Authorised signature: _____ Date: _____

Amount of the debit order in words:

_____ Rands and _____ cents.

Amount of the debit order in numbers: _____ Effective date: _____

***A fee of R150 per transaction will be charged to a student's study fee account for all dishonoured debit order transactions**

