



LAERSKOOL NELLIE SWART

~ Empowering Our Nation Through Education ~

1240 JANSEN STREET, QUEENSWOOD, 0186

☎ 012 333 4981

✉ info@nellieswart.co.za

GUIDELINES ON HOW TO COMPLETE THE APPLICATION FORM

Dear prospective parents/guardians of learner

To complete the admission, form you are requested to:

1. Complete the enrolment form in full
2. Submit all the required documentation:
 - Original and copy of birth certificate of the child
 - Clinic Card: Proof that the child has been immunised against polio, measles, tuberculosis, diphtheria, tetanus, and hepatitis B
 - Completed Covid-19 Questionnaire
 - Certified copy of Parent's identity
 - Proof of residence of Parents.
 - Proof of Parents work address. (Letter from employer or Salary slip)
 - Where the Parent is not the natural parent of the child, documentation supporting the parent's legal relationship with the learner
 - Transfer card of the child, only when accepted at our school and (only in Dec)
 - Most recent school report card if he/she is currently enrolled at another school
 - Proof of sibling relationship to sibling in this school (birth certificate)
3. Ensure that all the information on the application form is correct and that all documentation is attached.
4. Complete the admission register at school as proof of rendering your forms.
5. By the end of August (temporally) of this year, you will be informed as to whether your child's application has been successful or not.
6. If you are unsuccessful, you will be notified via SMS.
7. You may be required to complete or sign other forms.
8. **The school is a fee-paying school. Thus, school fees must be paid every month. (Sign:)**
9. The LOLT (Language of Teaching and Learning is English. (1st Language English & 2nd Afrikaans)

ACKNOWLEDGEMENT OF APPLICATION

Thank you for submitting an admission application to the school. Should you have any further queries, please do not hesitate to contact the school, using the details supplied below:

Child's name: _____ Grade ____/2021

Date of receipt of Admission Form: _____

Waiting list number: _____

Admission official: _____