



# Shree Pretoria Hindu Seva Samaj

Established in 1932

264 - 13th Avenue  
Laudium, Pretoria 0037  
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Tel/Fax: 012 374 6354  
PBO Ref No.: 930014581

P.O. Box 14368  
Laudium, Pretoria 0037  
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*"Satyameva Jayate" - Truth Alone Prevails*

**Celebrating 86 Years of Selfless Service**



## Shree Pretoria Hindu Seva Samaj Preschool

*known as*

### The Balmandir

264 13<sup>th</sup> Avenue, Laudium, 0037

Tel: 012 374 6354 / 065 840 9293

Email: [balmandir@sphss108.co.za](mailto:balmandir@sphss108.co.za)

Website: [www.sphss108.co.za](http://www.sphss108.co.za)

## SCHOOL FEES POLICY

### 2019

**DETAILS OF PERSON RESPONSIBLE FOR PAYMENTS**

Title: \_\_\_\_\_ Surname: \_\_\_\_\_

First Name(s): \_\_\_\_\_

ID Number: \_\_\_\_\_

(Copy to be attached)

Residential Address: \_\_\_\_\_

Code: \_\_\_\_\_

Tel (H): \_\_\_\_\_ Tel (W): \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Occupation: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Address of Employer: \_\_\_\_\_

Position Held: \_\_\_\_\_ No. of years with Employer: \_\_\_\_\_

**FEES STRUCTURE FOR 2019**

1. **Annual Fee: (10% discount) Paid within the month of January**

$600 \times 11 = 6600$

$6600 - 10\% = \mathbf{R\ 5940}$

**Total contribution R 5940**

2. **Termly Fee: (5% discount) Payment at beginning of each Term (1st seven days)**

**Payment made after 8th of the month will be charged an admin fee of R50 and interest will be charged at the rate of 12%p.a. on the outstanding fee.**

$600 \times 11 = 6600$

$6600 \div \text{by } 4 - 5\% = \mathbf{R\ 1570}$  per term

**Total contribution  $1570 \times 4 = \mathbf{R\ 6280}$**

3. **Monthly Fee: Payment during the 1st seven days of the month (11 Monthly Payments)**

**Payment made after 8th of the month will be charged an admin fee of R50 and interest will be charged at the rate of 12%p.a. on the outstanding fee.**

Monthly fee over 11 months =  $\mathbf{R\ 600}$  per month

**Total contribution  $600 \times 11 = \mathbf{6600}$**

Payment Method:  Cash  Internet Banking/EFT

Kindly avoid depositing cash into the bank account. Cash should be handed over to the Balmandir

Office(Class 1)

Initial

**Banking Details:**

Name: Shree Pretoria Hindu Seva Samaj  
Bank: First National Bank  
Account Number: 6223 8050 330  
Branch Code: 252245  
Reference: **Bal/Child's name & surname (very important)**

Proof of payment for electronic transfer must be given to the administrator managing school fees at the SPHSS and kept by parent/guardian as proof of payment in case of a discrepancy.

All fees must be paid to the Administration office and all receipts must be kept by the person responsible for payment as proof of payment in case of any query.

**DECLARATION BY PARENTS/GUARDIANS**

1. I/We declare that all particulars furnished by me/us on and attached to this form are true and correct.
2. I/We hereby certify that I/we have legal custody and/or guardianship in respect of the above-mentioned child.
3. I/We hereby agree to:
  - Accept and support the ethos of the school;
  - Abide by the Code of Conduct set out by the School
  - Acknowledge the authority of the Board of Management, Principal and the teachers.
  - Accept responsibility for my child's transport to and from School
  - Pay the stipulated school fees as agreed above (Monthly/Termly/Annually). The School fees will be reviewed from time to time. Learners whose Parent/Guardian fails to pay the fees as required, or who fail to make an acceptable arrangement for the payment of fees in arrears, or who fail to adhere strictly to the terms of arrangements made for the payment of fees in arrears, will be given notice in writing that this contract will be cancelled and after one month's notice in writing, the Learner concerned will unfortunately not be allowed to return to the School.
  - A R 50 monthly admin fee will be charged on late payments along with interest at the rate of 12%p.a. on outstanding fee.
  - Notify the Teachers/Principal/Administration Official, in writing, at least one (1) term in advance, in the event of my child leaving the school
  - Ensure that my child attends school regularly.

I, \_\_\_\_\_ (full name of person responsible for payment), Identity Number \_\_\_\_\_, hereby agree and take responsibility of settling the annual school fees of the agreed amount in full settlement for the year 2019, final payment to be made on or before 7th November 2019 and made due to the Shree Pretoria Hindu Seva Samaj.

Initial

**ALL THE ABOVE INFORMATION GIVEN IN THE ENROLMENT FORM IS TRUE AND CORRECT.**

Signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

Signature of Father: \_\_\_\_\_

Signature of Mother: \_\_\_\_\_

Signature of Guardian (if applicable): \_\_\_\_\_

Signature of name of person responsible for account: \_\_\_\_\_

**The applicant is required to initial each general information page relating to rules and regulations of the Balmandir School.**

**For administrative purposes**

Enrolment forms collected by (Name & Signature): \_\_\_\_\_

Received by school on (Date): \_\_\_\_\_



Initial