

SECTION A (Continued)

EMPLOYMENT INFORMATION

Are you currently employed as an educator? Yes No

Please provide us with your employment information:

Start date of employment :

Number of years experience in education:

Position:

Province:

Name of school:

Telephone code and number during office hours:

RELATIVE'S INFORMATION (Not living with you):

NAME _____

ADDRESS _____

_____ (POSTAL CODE

TEL. (H) (_____) _____ (W) (_____) _____ FAX (_____) _____

EMPLOYER _____

SECTION B

YOUR SCHOLASTIC/TERTIARY QUALIFICATIONS:

HIGHEST GRADE/LEVEL PASSED? GRADE/LEVEL

CERTIFICATES COMPLETED: _____

DIPLOMAS COMPLETED: _____

DEGREES COMPLETED: _____

You must be (ICT) Computer Literate to complete the BEd (Foundation Phase Teaching) Degree. Please confirm whether you are computer literate by answering the questions below:

ARE YOU (ICT) COMPUTER LITERATE? YES NO

DO YOU HAVE A CERTIFICATE OR PROOF THAT YOU HAVE COMPLETED A COMPUTER LITERACY (ICT) COURSE? YES NO

NOTE: PLEASE INCLUDE PROOF WITH THIS APPLICATION.

If you are computer (ICT) literate but don't have a certificate to prove it, sign here to confirm that you are computer (ICT) literate: _____

Sign here
←

DO YOU HAVE ACCESS TO A COMPUTER LAPTOP IPAD TABLET

If you are not computer (ICT) literate when you register for the BEd (Foundation Phase Teaching) Degree, you are requested to complete the declaration below:

SECTION B (continued)

Declaration of undertaking: (If not Computer Literate)

I hereby declare that I am aware that I must be computer (ICT) Literate. I undertake to complete the online Computer Literacy workshop that I will receive after enrolment in order to acquire the skills needed to complete the BEd (Foundation Phase Teaching) Degree. I need to have my own computer with sound or a laptop including data/Wi-Fi to attend the training.

If I do not complete the online ICT workshop presented by Edutel, I undertake to provide Edutel with evidence that I have attended another computer literacy programme at a registered, reputable, training institution.

Signature: _____

Sign here



SECTION C

If you are married in community of property, your spouse or guardian (if applicable) must complete the following declaration:

I, _____ (full names)

Identity Number: _____, as spouse or guardian (delete whichever is not applicable) of the student in Section A of this application, hereby declare that this application is made with my permission, and that, where I am the guardian, I hereby bind myself as surety for, and co-principal debtor to the student in Section A of this application for the due and punctual performance of the said student's obligation arising out of this agreement.

Occupation: _____

Physical address: _____

(Chosen address for service of legal and other processes)

Work address: _____

Signature: _____

Sign here

Date: _____



SECTION D

Course required (Tick the option you choose)

1. BEd (Foundation Phase Teaching)

Indicate that you are aware that you need to have your own dedicated e-mail and you need to have access to the internet to access our online Learner Management System (Edutel Online).

Signature _____

Sign here



SECTION D (continued)

Please indicate your preference with a tick (✓):

Full-time – distance – 4 years

OR

Part-time – distance – 5 years

Full-time – distance – 4 years
COMPLETE THIS SECTION IF YOU HAVE CHOSEN FULL-TIME – DISTANCE – 4 YEARS OR IF YOU HAVE APPLIED FOR CAT, BASED ON HAVING COMPLETED A DIPLOMA IN GRADE R TEACHING, NPDE OR ACT.
SEE NEXT PAGE FOR PART-TIME DISTANCE – 5 YEARS

Course fee per study year (Please tick (✓) your preference)

Cash R25 850 (one payment)

(Pay 3 equal payments in a row. One per month from the month you enrol)

OR

3 Consecutive payments of R8 616.67

(Pay 3 equal payments in a row. One per month from the month you enrol)

Indicate your year of study when completing this enrolment application form.

First year	<input type="checkbox"/>
Second year	<input type="checkbox"/>
Third year	<input type="checkbox"/>
Fourth year	<input type="checkbox"/>

Course fees quoted above is per year - and only applies to the year you are applying for.
Note: Course fees may increase on a yearly basis as course fees are adjusted from time to time.

Please pay the cash amount (full course fee) or 1st instalment of three equal instalments into the account below using your ID number or passport number as reference. Please send/e-mail/scan this application form together with the required documents as stated on page 1 of this application form and the proof of payment to highereducation@edutel.ac.za

Edutel Higher Education banking details:

Bank: ABSA
Account Holder: Edutel Higher Education
Branch Code: 630156
Account No: 407-015-3037
IBAN/SWIFT Code: ABSAZAJJ

Please include your ID or passport number as reference when making a deposit.

Part-time – distance – 5 years
COMPLETE THIS SECTION IF YOU HAVE CHOSEN
PART-TIME – DISTANCE – 5 YEARS

Course fee for year 1 or year 2 (Please tick (✓) your preference)

Cash R21 150 (one payment)

OR

3 Consecutive payments of R7 050.00

(Pay 3 equal payments in a row. One per month from the month you enrol)

Course fees quoted above is per year.

Course fees for the 5-year programme is as follows:

- Year 1 - R19 999
- Year 2 - R19 999
- Year 3 - R19 999
- Year 4 - R19 999
- Year 5 - R19 999

Note: Course fees for subsequent year of study may increase, as course fees increase on a yearly basis.

Please pay your cash amount or 1st instalment of three equal instalments into the account below using your ID number or passport number as reference. Please send/e-mail/scan this application form together with the required documents as stated on page 1 of this application form and the proof of payment to highereducation@edutel.ac.za

Edutel Higher Education banking details:

Bank: ABSA
Account Holder: Edutel Higher Education
Branch Code: 630156
Account No: 407-015-3037
IBAN/SWIFT Code: ABSAZAJJ
Please include your ID or passport number as reference when making a deposit

Indicate your year of study when completing this enrolment application form.

First year	<input type="checkbox"/>
Second year	<input type="checkbox"/>
Third year	<input type="checkbox"/>
Fourth year	<input type="checkbox"/>
Fifth year	<input type="checkbox"/>

I hereby confirm that the payment method selected above is correct and that I understand the payment terms

Signature: _____ **Sign here** ← Date: _____

SECTION D (continued)

LEVEL, CREDITS AND LEARNING COMPONENTS ASSIGNED TO THE QUALIFICATION

Total Qualification Credits – 485

Students choose their Home Language first. Students may choose any one from the following: Afrikaans, English, Setswana, isiXhosa and isiZulu as Home Languages.

English is taught as First Additional Language irrespective of the language choices.

A Language of Communication (LoCC) module is an optional elective (not compulsory) 15 credit module. If English OR Afrikaans is the Home Language, then one of the other listed languages must be studied (should you choose to do the optional elective) as the Language of Communication (LoCC). Edutel Higher Education offers the following Languages of Communication: Afrikaans, Setswana, isiXhosa and isiZulu.

You need to choose one of the following **Home Languages** (applicable to all years of enrolment).

- Afrikaans Home Language
- or
- English Home Language
- or
- Setswana Home Language
- or
- isiXhosa Home Language
- or
- isiZulu Home Language

You need also to choose one of the following **Second Additional Languages (Language of Communication)** should you be applying for the first year of the BEd (Foundation Phase Teaching) Degree.

- Afrikaans Second Additional Language
- or
- Sepedi Second Additional Language
- or
- isiZulu Second Additional Language
- or
- Setswana Second Additional Language
- or
- isiXhosa Second Additional Language

No formal examination will take place for these modules. For non-examinable modules a 3-part assignment must be completed.

SECTION E

Please tick (✓) here to confirm that Edutel may contact you via SMS and e-mail.

Which social media do you use? Facebook Twitter SMS Other _____

SECTION F

By signing below, you signify your acceptance of the Terms and Conditions that apply to this entire application, as set out in Appendix 1 to this application.

SIGNED AT _____ ON THIS _____ DAY OF _____ YEAR _____

SIGNATURE OF STUDENT _____ **Sign here** ←

TERMS AND CONDITIONS**Your Enrolment**

1. If this Application is accepted by us, it will, from the time of acceptance, become a valid and binding contract between us and you.

Our Responsibilities

2. We will, as soon as possible after receiving this Application, consider it and notify you whether or not it has been accepted.
3. If this Application is accepted, we will make sure that you receive, in good time, the appropriate study material (in e-book format) for the Course. This could take 3-6 weeks.
4. We will ensure that all approvals of the Quality Assurance bodies in relation to the Course are retained.
5. We will ensure that appropriately qualified personnel as are necessary for the conducting of the Course are assigned to you.
6. We will grant you two years for every one year of the course you have registered for. Edutel's Policies and Procedures and Terms and Conditions apply in this regard.
7. We will provide you access to an online ICT training programme to complete.

Your Responsibilities

8. Students who study full-time via distance learning can enrol for the 4-year programme. Students who work full-time, must enrol for the 5-year distance learning programme.
9. You must, if we require it, make available to us the originals of all documents relevant to this Application. You must take note of the entry requirements and general requirements for the Course, as well as the minimum requirements in order to pass the Course.
10. You must also avail yourself of the online orientation session and all multimedia lectures in relation to the Course.
11. It is your responsibility to ensure that assignments are completed and submitted online - on Edutel Online - in line with the submission dates.
12. You agree to inform your employer (functional Foundation Phase school) about the fact that you have registered for this course, and you will ensure that you source a mentor from your workplace to mentor (meeting Edutel's requirements in this regard) you on the WIL component of your course. You agree to provide Edutel with the required information pertaining to your mentor. If Edutel does not approve of your mentor, you will need to seek a mentor who meets the criteria set by Edutel. If you cannot source a mentor, you will inform Edutel to assist you in this regard.
13. You must assist Edutel in identifying a functional school that offers Foundation Phase, if you are not already employed at a functional Foundation Phase school, where you can complete your work integrated learning. Edutel will approve of such a school, or place you at an alternative school to complete your WIL, if needed.
14. It will be your responsibility to register online on Edutel Online for examinations and to make sure your enrolment was accepted.
15. You will confirm with your employer whether this is the correct course for you to do and if it will be recognised as Edutel Higher Education (Pty) Ltd cannot confirm such recognition on behalf of your employer.
16. You acknowledge that you need access to a computer (suitable equipment) and data to do (some/all of) your assignments, attend zoom sessions, receive and watch multimedia lectures and access Edutel's LMS (Edutel Online).
17. Should your preferred school for WIL, be accepted by Edutel, you will assist with the finalising of the WIL agreement between the parties, if requested.
18. You understand that should you mail any documents to Edutel, it is your responsibility to ensure that such documents reach Edutel. Edutel will take no responsibility for anything mailed to Edutel received, intact, by Edutel.
19. You agree that when you register for the programme, you will attach the workplace confirmation letter confirming your preferred functional school for WIL.
20. You agree to adhere to all the rules and regulations, codes of conduct and policies and procedures of Edutel Higher Education as it pertains to you as a student of Edutel Higher Education. You can access all the applicable rules and regulations, codes of conduct and policies and procedures on Edutel Online. You are obliged to familiarise yourself with the aforementioned rules and regulations, codes of conduct and policies and procedures that will be applicable to you during your studies and involvement with Edutel Higher Education.
21. You undertake to register yourself with SACE (South African Council for Educators).
22. Students who choose English as their Home Language and Afrikaans as their Second Additional Language must ensure that they choose one of the African languages (other than Afrikaans or English) as their First Additional Language in year 3. Students must ensure that they have registered and completed at least 3 languages before the BEd (Foundation Phase Teaching) Degree can be conferred to them.

Fees

23. You must pay the fees for the Course in accordance with Section D of this Application.
24. First-time assessment and examination fees are included in the Course fees. Re-assessment or further examination fees need to be paid separately should you fail your examination the first time.
25. You will not be able to receive or attend possible contact sessions or write examinations if your account is in arrears.
26. We will not assess your portfolios if your account is in arrears.
27. Course fees quoted on this enrolment form, under Section D Continued, only apply to the year indicated under Section D Continued. This means that when you progress to the next year of your course – or have to re-enrol for specific modules or a specific year – you will have to pay the course fee applicable to that specific year, as course fees may increase from time to time.
28. This enrolment form, terms and conditions and supporting documents will remain valid (except for any subsequent years' course fees). To confirm your enrolment for any additional modules or any subsequent year of enrolment, you need only confirm your application for such enrolment in writing and by meeting the financial requirements applicable to the specific year in which you are making your request for follow-up re-enrolment.

Your Declarations

- 29. You declare that –
- 29.1 the information provided in this Application is both true and correct;
- 29.2 all copies provided are true copies of the originals thereof; and
- 29.3 you are aware of the curriculum and qualification of this Course.

Copyright

- 30. Copyright subsists in all study material provided to you in relation to this Course. Any unauthorised reproduction or adaptation thereof will constitute an act of copyright infringement, leaving the offender liable for civil law copyright infringement and, in certain circumstances, criminal prosecution.

Your Right to Cancel

- 31. You may cancel your enrolment for this Course at any time before you receive access to the study material.
- 32. If you exercise your right to cancel in terms of Paragraph 31 above, you will be charged a cancellation fee equal to 10% of the full course fees, plus VAT, which compensates us for some of the costs that we have incurred in respect of your Application and its acceptance.
- 33. If you cancel your enrolment at any other time or otherwise give up your studies, you will remain liable for the full course fees.

Legal Action

- 34. You hereby consent to the jurisdiction of the Magistrates' Court for purposes of any legal action we may take against you as a result of your failure to comply with any of your obligations in terms of this Application.
- 35. You accept and agree that, if we take any legal action against you, you will be liable for any, and all costs incurred by us in doing so, including costs on an attorney and own client scale.
- 36. A certificate signed by any of our managers (whose designation, appointment or authority it shall not be necessary to prove), as to the existence and amount of your indebtedness to us at any time and/or any other fact matter or thing relating to your indebtedness to us, shall be *prima facie* proof of the contents and correctness thereof and of the amounts of all your indebtedness for the purposes of provisional sentence or summary judgment, or any other proceedings against you in any competent court and shall be valid as a liquid document for such purposes.

General Terms

- 37. You accept and agree that the street address provided by you in Section A of this Form shall be your chosen address for service of legal and other process arising from this Application.
- 38. You cannot transfer or delegate any of your rights or duties under this Application, or under any part hereof, without our written consent.
- 39. We can transfer or delegate any of our rights and duties under this Application, or under any part hereof, upon notice to you.
- 40. You acknowledge that plagiarism is an offense and that you are aware that plagiarism will constitute disciplinary procedures.
- 41. By signing the terms and conditions, you provide Edutel with the necessary permission to keep record of all data reflected on this application form/document to exercise the relevant tasks associated with it as well as for the purpose of direct marketing by means of any form of electronic communication, including automatic calling machines, facsimile machines, SMS's or e-mail and social media communication. Edutel will protect your personal information as part of our compliance with the POPI and PAIA Acts.
- 42. By downloading the Edutel Online App and using Edutel Online, you give Edutel and Firebase Analytics the permission to analyse your app usage and engagement. This information will not be shared and will only be used for the purpose it is intended to.
- 43. Students who want to pursue consecutive years of study in February (first semester) can apply as from 1 October (the previous year) and students who want to pursue consecutive years of study in July (second semester) can apply from 1 May.
- 44. The above terms and conditions, unless amended by law or in writing by Edutel Higher Education (Pty) Ltd. and mutually agreed upon, will remain valid until you have successfully completed your BEd (Foundation Phase Teaching) Degree.
- 45. Hereby I take note of the rules as it applies to progression from year to year and acknowledge that it's not possible to complete the qualification in less than the prescribed time unless I qualified for Credit Accumulation and Transfer allowing me to complete the qualification in a shorter period.

Applicant's signature: _____ 

Date: _____

EDUTEL

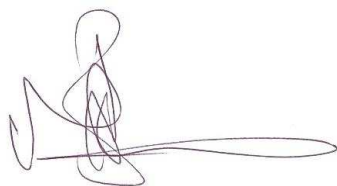
HIGHER EDUCATION

Date: _____

DECLARATION

I, (STUDENT NAME) _____,

(STUDENT NUMBER) _____ am fully aware that the programme I have enrolled for, that is, the Bachelor of Education in Foundation Phase Teaching, SAQA ID: 118270, NQF 07, is registered with the Department of Higher Education and Training to Edutel Higher Education (Pty) Ltd as indicated on the registration certificate dated 30 November 2021.




Andries Pelser
CEO: Edutel Higher Education

Sign here


Signature: Student

Date signed: _____

 Tel: (011) 760- 3668
Fax: (011) 763- 8648

 ABSA Building, 1st Floor
Cnr Ontdekkers Road & Crane Avenue
Horizon, 1724

 highereducation@edutel.ac.za
www.edutel.ac.za

 P.O. Box 8210
Westgate, 1734

WORKPLACE CONFIRMATION LETTER

To whom it may concern

I hereby confirm that Mr/Ms/Mrs _____

Identity/passport number:

Student number:

is teaching or has access to a classroom to teach Grade R learners (as indicated below) for the duration of the programme enrolled for.

WIL (Work Integrated Learning) will only start from the second year of the programme for part time students and during the second semester of the first year for full-time students. The student will need a qualified Foundation Phase teacher to mentor the student. The student is a full-time or part-time student (please tick the relevant section).

Name of school: _____

School address (Physical and Postal): _____

Postal code: _____

School stamp

Official stamp