



HOUT BAY
INTERNATIONAL SCHOOL
SOUTH AFRICA

ADMISSION APPLICATION

Physical Address: 61 Main Road, Hout Bay, 7806, Cape Town, South Africa
Postal Address: Suite 164, Private Bag X14, Hout Bay, 7872, Cape Town, South Africa
Tel: +27 (21) 791 7900
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Email: hbis@iesmail.com
Website: houtbayinternational.co.za

Date of Application:

SECTION A: STUDENT INFORMATION

Personal Details

SURNAME:		PHOTOGRAPH:		
FIRST NAME:				
MIDDLE NAMES:				
Preferred First Name:				
DATE OF BIRTH: (DD/MM/YYYY)				
RELIGION:		GENDER:	Male	Female
FIRST/HOME LANGUAGE:		OTHER LANGUAGES:		

Citizenship

SOUTH AFRICAN CITIZEN:	Yes	No	RSA IDENTITY NUMBER:	
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If not a South African citizen:

NATIONALITY:		PASSPORT NUMBER:		
RESIDENCY STATUS:	Permanent	Temporary	Diplomatic	Refugee/ Asylum seeker
STUDY VISA REQUIRED:	Yes	No		

Enrolment Details

APPLYING FOR GRADE:		REQUESTED DATE OF ENTRY:	
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SECTION B: STUDENT ACADEMIC INFORMATION

A Student Confidential Report will be sent to the current school for completion by the principal specified below

CURRENT SCHOOL:			
CURRENT GRADE:		STARTED AT THE SCHOOL IN GRADE:	
PRINCIPAL'S NAME:		CONTACT NUMBER:	
PRINCIPAL'S EMAIL ADDRESS:			

SECTION C: STUDENT SIBLING INFORMATION**Siblings Currently at IES Hout Bay International School**

FIRST NAME	LAST NAME	CURRENT AGE	CURRENT GRADE

Siblings not at IES Hout Bay International School

FIRST NAME	LAST NAME	CURRENT AGE	CURRENT GRADE

SECTION D: STUDENT ADDITIONAL INFORMATION

If you answered "Yes" to any of the below, you will be requested to complete our *SEN & Medical Confidential Information Form*.

My child has received Learning Support	YES	NO
My child has Special Educational Needs	YES	NO
My child has Special Medical Needs	YES	NO

SECTION E: PARENT / LEGAL GUARDIAN #1 INFORMATION**Personal Details**

SURNAME:		TITLE: (Mr, Mrs, Prof, Dr)	
FIRST NAME:		RELATIONSHIP TO STUDENT:	
PROFESSION:			

Contact Details

PHYSICAL ADDRESS (incl. postal code):		HOME TELEPHONE NUMBER:		
		CELLPHONE NUMBER:		
		PRIMARY CONTACT FOR STUDENT?	Yes	No
		SAME AS STUDENT ADDRESS?	Yes	No
EMAIL ADDRESS:				

Citizenship

SOUTH AFRICAN CITIZEN:	Yes	No	RSA IDENTITY NUMBER:	
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If not a South African citizen:

NATIONALITY:		PASSPORT NUMBER:		
RESIDENCY STATUS:	Permanent	Temporary	Diplomatic	Refugee/ Asylum seeker
CURRENT VISA EXPIRY DATE:		HOME LANGUAGE:		

SECTION F: PARENT / LEGAL GUARDIAN #2 INFORMATION**Personal Details**

SURNAME:		TITLE: (Mr, Mrs, Prof, Dr)	
FIRST NAME:		RELATIONSHIP TO STUDENT:	
PROFESSION:			

Contact Details

PHYSICAL ADDRESS (incl. postal code):		HOME TELEPHONE NUMBER:		
		CELLPHONE NUMBER:		
		PRIMARY CONTACT FOR STUDENT?	Yes	No
		SAME AS STUDENT ADDRESS?	Yes	No
EMAIL ADDRESS:				

Citizenship

SOUTH AFRICAN CITIZEN:	Yes	No	RSA IDENTITY NUMBER:	
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If not a South African citizen:

NATIONALITY:		PASSPORT NUMBER:		
RESIDENCY STATUS:	Permanent	Temporary	Diplomatic	Refugee/ Asylum seeker
CURRENT VISA EXPIRY DATE:		HOME LANGUAGE:		

SECTION G: STEP-PARENT / GUARDIAN INFORMATION

Personal Details

SURNAME:		TITLE: (Mr, Mrs, Prof, Dr)	
FIRST NAME:		RELATIONSHIP TO STUDENT:	
PROFESSION:			

Contact Details

PHYSICAL ADDRESS (incl. postal code):		HOME TELEPHONE NUMBER:		
		CELLPHONE NUMBER:		
		PRIMARY CONTACT FOR STUDENT?	Yes	No
		SAME AS STUDENT ADDRESS?	Yes	No
EMAIL ADDRESS:				

Citizenship

SOUTH AFRICAN CITIZEN:	Yes	No	RSA IDENTITY NUMBER:	
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If not a South African citizen:

NATIONALITY:		PASSPORT NUMBER:		
RESIDENCY STATUS:	Permanent	Temporary	Diplomatic	Refugee/ Asylum seeker
CURRENT VISA EXPIRY DATE:		HOME LANGUAGE:		

SECTION H: RESPONSIBILITY

ARE PARENTS DIVORCED?	YES	NO	If "YES" please answer the following questions
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WHO HAS CUSTODY OF THE STUDENT:	Parent 1	Parent 2	Step-parent/ Guardian
WHO IS THE LEGAL GUARDIAN OF THE STUDENT:	Parent 1	Parent 2	Step-parent/ Guardian

SECTION I: PAYMENTS

Please note that Parents/Guardians are responsible for all payments to be paid to the school at all times. All payments are made payable to **IES INTERNATIONAL HOUT BAY SCHOOL (PTY) LTD** and can be made via CHEQUE, EFT (Electronic Funds Transfer) or CREDIT CARD (facilities located in the Finance Department). The School's Banking Details are as follows:

Name: IES International Hout Bay School (Pty) Ltd
Bank: First National Bank
Branch (Code): Vineyard Road (204209)
Account number: 62396909180
Type of Account: Current Account
Swift Code: FIRNZAJJ (for International Transfers)
Reference: Please use the child's NAME and SURNAME

SECTION J: CHECKLIST OF APPLICATION DOCUMENTS

Please note that in order to process this application timeously the following documents must be submitted with this application:

DOCUMENTS TO BE SUBMITTED	SUBMITTED
A RECENT PASSPORT SIZE PHOTOGRAPH OF STUDENT	
COPY OF STUDENT'S UNABRIDGED BIRTH CERTIFICATE	
COPY OF STUDENT'S PASSPORT / VISA / PERMANENT RESIDENT CERTIFICATE / RSA IDENTITY DOCUMENT	
COPY OF STUDENT'S LAST TWO ACADEMIC REPORTS	
COPY OF ALL PARENTS / GUARDIANS / STEP-PARENTS RSA IDENTITY DOCUMENTS <u>OR</u> PASSPORTS AND VISAS/PERMANENT RESIDENT CERTIFICATES	
<u>FOREIGNERS:</u> COPY OF MEDICAL AID CERTIFICATE (for Visa purposes)	
PROOF OF PAYMENT FOR APPLICATION FEE	

Declaration: I / We request that our child named above is registered as a prospective student. I / We understand that the School (through the Head, as the person responsible) may obtain, process and hold personal information about me / us which may include financial information provided by me / us or by any licensed credit reference agency or information contained in any court orders, petitions or proceedings. I / We understand that the School may also obtain, process and hold personal information about our child which may include sensitive information such as medical details, and we consent to this for the purposes of assessment and, if a place is later offered, in order to safeguard and promote the welfare of the child.

Signatures of parents / legal guardians:

	First parent / legal guardian	Second parent / legal guardian
Signature		
Name in full (please include all names)		
Date		