

Contract of enrolment

Kindly email to info@novusdesign.co.za

A non-refundable registration fee of **R1000** is required with this form (See banking details below) balance payable on or before first day of class (no cheques please). **Kindly attach a copy of applicants ID/Passport.**

- Banking Details ABSA: Novus Design Studio, ABSA Cheque Acc 40 7641 9643, Branch: Ben Swart 632005
- Banking Details FNB: Novus Design Studio, FNB Cheque Acc 62 47 43 93 065 , Branch: 260231

Course: _____ **Tuition Fee:** _____

Commencement date: _____

Applicant / Student Details

Title: _____ Home Tel: _____
Surname: _____ Work Tel: _____
First Name: _____ Cell phone no: _____
ID Number: _____ E-Mail _____

Residential Address/ Postal address

Suburb/city & code: _____

Sponsor Details (if payment not by student)

Title: _____ Home Tel: _____
Name & Surname: _____ Work Tel: _____
Company Name : _____ Cell phone no: _____
ID Number/ Company reg no: _____ E-Mail _____
Address: _____

Enrolment terms and conditions

Contract entered into between

Novus Design Studio cc (Novus)

and

The applicant

1 Legal Declaration of Indemnity

- 1.1 Neither Novus nor any official employee or representative of Novus acting in his/her capacity as such shall be liable for any damage arising out of:
- 1.1.1 the death, bodily harm, loss of health or illness of any applicant howsoever caused; and
 - 1.1.2 the destruction of or damage to any property owned by or in the custody of any applicant, howsoever caused.
- 1.2 The applicant hereby indemnifies Novus against any claim made against Novus in respect of any damage arising out of the fault of the applicant.

2 Fees

- 2.1 A registration fee is payable on completion of this registration form. The said registration fee is not refundable under any circumstances whatsoever, unless the course in question is cancelled by Novus. The registration fee will be credited towards payment of the tuition fees payable, upon successful registration. The registration fee can be carried over to the next available course date only once and within 6 months.
- 2.2 The balance of the total tuition fee is payable on or before the first day of class.

3 Enrolment & Cancellation

- 3.1 An applicant may cancel his/her enrolment for a part time course, and be exonerated from liability for the Novus tuition fee, provided that the Novus office is informed in writing by no later than two weeks prior to the commencement of the course. If the applicant is so exonerated from liability to pay the tuition fee, he/she will nevertheless remain liable for the registration fee. Should an applicant wish to cancel his/her enrolment subsequent to the start of lectures, he/she will remain liable for the full tuition fee payable, whether or not he/she attends lectures. Novus reserves the right to postpone or cancel a course due to lack of demand. In the event of cancellation, as opposed to postponement, all fees paid will be refunded.

4 Additional Terms of Enrolment

- 4.1 The applicants failure to attend lectures for whatever reason shall in no way entitle him/her to a reduction in fees, nor will it absolve him/her or the other signatories to this document from full liability for the payment of fees and other charges.

I acknowledge that; I have read and understood the terms and conditions contained herein and agree to be bound by them, and certify that the information given on this form is accurate and complete in all respects.

Signature Account Payer: _____

Date: _____

Signature Student: _____

Date: _____