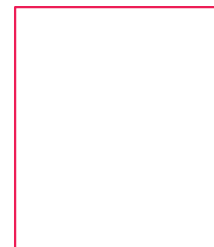


APPLICATION FORMS



SECTION A: APPLICATION DETAILS

APPLICATION DATE: _____

Office use only **STUDENT NO:** _____

ID PHOTO (Please add in block)

Title: Mr Mrs Ms Dr (Mark applicable)

Surname: _____ Initials: _____

First Name(s): _____ ID Number: _____

Contact No: _____ Cell No: _____

E-mail Address: _____

Gender: Male Female

Date of Birth: YYYY MM DD. Marital Status: single married divorced widow/er

Nationality: South African International: Country of Origin: _____

Passport No: _____

RESIDENTIAL ADDRESS: _____

Suburb: _____ Code: _____

PO BOX: _____ Suburb: _____ Code: _____

E-mail Address: _____

NEXT OF KIN

Name, Surname: _____

Relationship: _____ Cell No: _____

E-mail Address: _____

PROGRAMME ENROLMENT

Theology: 1st Year 2nd Year 3rd Year Counselling

Starting from which Trimester: 1 2 3 (Indicate which)

Theology: Short Courses? _____

Highest Qualification Obtained: Matriculation Diploma Degree

Please attach proof of certificates and ID/Passport

RUHAMAH COLLEGE OF HIGHER EDUCATION

SPIRITUAL DETAILS

Were you raised in a Christian Home?

Yes ☐

No ☐

Do you believe in Jesus, and have you professed Him as your Lord and Saviour? YEAR: _____

Yes ☐

No ☐

Have you been baptised as a believer by immersion in Water? YEAR: _____

Yes ☐

No ☐

Have you been baptised with the Holy Spirit? YEAR: _____

Yes ☐

No ☐

Give a brief Summary of this experience.

Name of your Church: _____

How long have you been a member: _____ Name of your Pastor: _____

Pastor's Contact number: _____ Email Address: _____

CHURCH ADDRESS:

Suburb: _____ Code: _____

What activities were you or are you presently involved in:

Teaching Ministry Music Ministry Counselling, Youth Ministry Television / Media Missionary, Ministry, Home Cell Leaders, Sound Ministry, Prison Ministry, Women's Ministry, Children's Ministry, Hospital Ministry

MEDICAL DATA

Excellent

Good

Fair

Poor

Physical Condition

☐☐☐☐

General Health

☐☐☐☐

Eyesight

☐☐☐☐

Hearing

☐☐☐☐

Please state the nature of your illness or disorder and how Ruhamah College can assist you:

SECTION B: TERMS AND CONDITIONS

1) RULES IN RESPECT OF FEES PAYABLE

- Ruhamah College retains the right to alter any fees or other stipulations regarding fees payable.
- By signing and submitting the registration form, students accept responsibility for the payments and bind themselves to abide strictly by the regulations regarding the payment of all fees. In the case of minors, parents accept co-responsibility.

2) COLLEGE FEES FOR ALL FULL TIME AND MODULAR STUDENTS ARE PAYABLE AS FOLLOWS:

- Application Fee: R350.00 must accompany the form. **(Once off Payment)**
- Enrolment Fee of R1,400.00 payable on receipt of your letter of acceptance and student number. **(Once off Payment)**
- **Module payments are payable upfront before commencement of studies.**
- Payments can be made per trimester upfront. **(You can only take two modules per trimester)**

3) CANCELLATION OF STUDIES / MODULES

- All cancellations must be done in writing, addressed to the Dean stating your reasons for cancellation.
- Confirmation of the acceptance of cancellation from Ruhamah will be issued to the applicant in writing.

4) STUDENTS MUST ADHERE TO THE PAYMENT DATES AS SET OUT UNDER THE TERMS AND CONDITIONS

- Students, who do not adhere to the payment dates, will not be registered, allowed to attend classes, receive study material, or receive online access.
- **All fees paid are not refundable. Fees will be kept in credit for 12 months ONLY from date of registration.**

5) IN RESPECT OF STUDENTS NOT FULFILLING THEIR FINANCIAL OBLIGATIONS ON TIME AS PRESCRIBED, RUHAMAH RETAINS THE FOLLOWING RIGHTS

- Students will be excluded from all class attendance and the online portal for submission of assignments and examinations.
- Student's examination and assignment result will be withheld.
- **Students will not be allowed to register when outstanding fees have not been paid in full.**
- A certificate of conduct will not be issued, and qualifications will not be awarded.

Do you agree to the above stipulations:

Signed: _____ Yes ☐ No ☐

Requirement: Access to the internet and pc or laptop for your Assignments and Exams: Yes ☐ No ☐

Application / Registration: All students will only study Online.

STIPULATIONS

- 1) The student and/or sponsor choose as their domicilium citandi et executandi, their physical addresses for the purposes of service of any court processes, summons and notice if legal action should flow from this agreement.
- 2) The student undertakes to notify Ruhamah College of any change of address and/or telephone numbers. The student and/or sponsor undertake to pay legal collection costs on an attorney and own client scale, including collection commission and tracing fees, should Ruhamah College institute action for recovery of any arrear amounts.
- 3) A letter of demand shall be deemed to be covered by the term "institute action".
- 4) This is the full agreement between the parties, and no indulgence granted by Ruhamah College will be deemed to be a waiver of any rights of Ruhamah or operate as an estoppel.
- 5) No variation of consensual cancellation of this agreement will have any force or effect unless reduced to writing and signed by both parties.

COMPLIANCE WITH TUITION POLICY

For a person to assume a leadership role in Christian ministry, it is our conviction that the highest standards of personal conduct and moral living should be maintained. Our persuasion is, because the Christian body is the temple of God, that this includes abstinence from the use of, intoxicants and illegal or habit-forming drugs while attending Ruhamah College. We do not condone any immoral conduct related to fornication, adultery, etc. It is also the student's responsibility to ensure you are acquainted with and comply to all our policies: Admission Policy, IT Policy, Assessment policy, etc. Plagiarism and dishonest behaviour will not be tolerated.

Understanding our position on these matters, please confirm below your acceptance of these inherent requirements. Non-compliance could exclude you from acceptance or result in your studies being discontinued.

Compliant

☐

Non-Compliant

☐

APPLICANT'S DECLARATION

I, (Full Name) _____

ID Number/ Passport No, _____, will comply with all the Ruhamah College's policies, and understand that if Ruhamah finds that I have violated these policies, it will be grounds for exclusion from studies. If any breach occurs after I have signed this application, I will inform Ruhamah with the details and explanation in writing.

I have submitted and signed all documentation, including certified copies of my ID Document, Passport, and Matric Certificate or Higher Qualification/SAQA. I declare that all the information in this application is correct and true.

I will inform Ruhamah College of any interim changes. If Ruhamah is notified that any information is false, application could be rejected or if I am accepted, it could be grounds for immediate exclusion from Ruhamah College's studies without a refund.

Signed at, _____ on the, _____

Full Signature: _____