Email: lcoetzer@ecsnamibia.com
Email: stephanieschoombee@ecsnamibia.com
Tel: 061 235 111

Application for Admission

Complete each section in BLOCK LETTERS using black ink.

Section 1: STUDENT'S PERSONAL DETAILS

Enrolment type:	☐ **CENTRE**		☐ **SATELLITE (Online only)**	
If at a centre:	☐ **Windhoek**	☐ **Otjiwarongo**	☐ **Rosh Pinah**	
Surname:		**Name:**		
Date of birth:		**Gender:**	☐ **MALE**	☐ **FEMALE**
Student email:		**Student cell phone:**		
Nationality:		**Home languages:**		
Residential address:				
PO Box:				
Siblings (Name & Class):				
Grade/ Stage for enrolment:				
Subjects:	**1.**		**5.**	
	2.		**6.**	
	3.		**7.**	
	4.		**8.**	

Section 2: STUDENT'S ACADEMIC DETAILS

Name(s) of school(s) where previously enrolled with dates of enrolment

Name of School	City/ Town	Grade/ Stage	Date from	Date to
1.				
2.				
3.				
4.				

Section 3: STUDENT'S PERSONALITY & HEALTH

Please provide details of any special aspects relating to the student's personality:

_____

_____

Please provide details of any health problems that may require special attention:

_____

_____

Please provide details of any learning difficulties or concessions/ access arrangements the student has:
(also attach the latest educational psychologist report to this application if applicable)

_____

_____

Emergency contact Name:	
Emergency contact Number:	

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Section 4: PARENT/ GUARDIAN DETAILS

PARENT/ GUARDIAN 1			
Full name:			
Relationship:			
I.D number:			
Email:			
Cell phone:		**Job title:**	
Office telephone:		**Employer:**	
Work address:			

PARENT/ GUARDIAN 2			
Full name:			
Relationship:			
I.D number:			
Email:			
Cell phone:		**Job title:**	
Office telephone:		**Employer:**	
Work address:			

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Section 5: FEES & ACCOUNTS

Attached is the fee structure for the 2027 academic year. Details regarding payments and accounts in arrears is outlined in the **Fee Structure Document**. A non-refundable registration fee is payable upon submission of the application for admission.

If you choose to unenroll your child from any Horizon College centre a 3-month notice is mandatory and must be given in writing to both the office and the principal.

Person responsible for account:	
I.D Number:	

Bank Details

Bank Windhoek

Acc Name: M.M. Katthage

Acc Number: 8056996798

Branch Code: 483871

Section 6: ADMISSION PROCEDURE

1. Compulsory documents to be submitted along with the application form:
   - ☐ Copy of Birth Certificate
   - ☐ 1 Passport Photo
   - ☐ Latest academic record/ report
   - ☐ Copy of Account Holder ID
   - ☐ Proof of payment of the Registration Fee (Non-refundable)
   - ☐ Health Certificate (If Applicable)
   - ☐ Educational Psychologist Report (If Applicable)
   - ☐ Medical Aid Card (Only On-campus Students)
2. Enrolment will be confirmed as accepted or rejected. All dues for the first month of enrolment are to be paid within 3 business days from the date of acceptance.

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Section 7: DECLARATION

I, the (parent/ guardian/ account holder), hereby confirm that, to the best of my knowledge, the information provided in this form is correct. I have understood and agree to abide by all centre rules including centre discipline, inter-school/city transfers and tuition fee payment and refunds. I also acknowledge that while the centre does its best to ensure the safety of each child's life, health and property, the centre cannot be held responsible for any damage to these.

I, the (parent /guardian/ account holder), hereby confirm that I have read and understood the terms and conditions outlined in the fee structure document and agree to comply with the stated procedures for payment.

_____ _____

[Parent/ Guardian Name] [Parent/ Guardian Signature]

_____

[Date]

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