



**REGISTRATION FORM**

**ALL APPLICANTS MUST PLEASE READ AND SIGN A COPY OF THE  
BINDING DOCUMENT**

**STUDENT INFORMATION**

**NAME:** \_\_\_\_\_

**SURNAME:** \_\_\_\_\_

**ID NO:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**SUBURB** \_\_\_\_\_

**POSTAL CODE:** \_\_\_\_\_

**TELEPHONE: (HOME)** \_\_\_\_\_

**(WORK)** \_\_\_\_\_

**(CELL)** \_\_\_\_\_

**(EMAIL)** \_\_\_\_\_



**COURSE DETAILS**

**COURSE TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Class Schedule :**  Full Time  Part Time  Day or Evening Classes

**METHOD OF PAYMENT**

Cash \_\_\_\_\_  Cheque \_\_\_\_\_  Direct Bank Deposit \_\_\_\_\_

**Who will be responsible for payment?**

Self  Employer (Contact Person) \_\_\_\_\_  Other \_\_\_\_\_

**Full Cost of Course:** \_\_\_\_\_

**Date payment will be made:** \_\_\_\_\_

<b><u>Bank Details: Bank</u></b>	<b><u>Standard Bank, Rondebosch</u></b>
<b><u>Account Name:</u></b>	<b><u>On The Ball Computers</u></b>
<b><u>Account Type:</u></b>	<b><u>Current Account</u></b>
<b><u>Account Number:</u></b>	<b><u>07 296 1384</u></b>
<b><u>Branch Code:</u></b>	<b><u>025009</u></b>

Added knowledge with guaranteed growth  
Head Office: On The Ball Computers, Suite 202 2<sup>nd</sup> floor, Vogue House Thibault  
Square, Cape Town, 8001  
Private Box 14253, Kenwyn, 7790 Tel: 021 421 8580 Fax: 086 547 2298



## CANCELLATION AND REFUND POLICY

1. All course fees are required upfront to secure your booking.
2. Cancellation can be made in person or by electronic mail.
3. Cancellations must be received in writing by email mail or fax 2 weeks before the course starts in order to be refunded, thereafter the full fee is payable and non refundable.
4. If any cancellation take place on the the day when the program begins all fee's already paid will not be refunded.
5. If you withdraw from the program after you have registered or have paid the fees, but before the program begin, On The Ball Computers will refund all fees.

### Obligations of the participants

Course participants are obliged to follow the course and classroom rules. A copy of the classroom rules will be given on request.

**Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_