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## TACTUTORIALS REGISTRATION FORM 2019

How did you hear about us?

Flyer

Gumtree/OLX

SMS

Facebook

Whatsapp

Referral

Website

Google

Other

### SECTION A: STUDENT DETAILS

Year Of Study

Year 1

Year 2

Year 3

Honours

Masters

Title

First Name(s)

Surname

Date Of Birth

Gender

ID No. / Passport Number:

Nationality

RSA

Other (specify)

Home Language

### SECTION B: CONTACT DETAILS

Telephone Number

Telephone Number

Residential Address

Code

Postal Address

Code

Email Address

### SECTION C: SPONSOR/NEXT OF KIN DETAILS

Surname

First Name(s)

Telephone Number

Cell No.

Relationship

### SECTION D: EMPLOYEE DETAILS (if applicable)

Company Name

Trading As

Contact Person

Telephone No.

## SECTION E: MODULES REGISTERED WITH TACTUTORIALS


## MODULES REGISTERED WITH UNISA


### FEES STRUCTURE

GROUP CLASSES FEES	PRIVATE CLASSES (ONE-ON-ONE)
Registration Fees R400	Registration Fees R400
First Year Module R1 500	R350 per hour and a maximum of 2hrs per session
Second Year Module R1 600	
Third Year Module R1 700	
Fourth Year (Honours) Module R4 000	
Home Tutoring in the comfort of your Home (excluding Transport)	R3 500
Year Modules	R3 500

**N.B:** Some modules may be priced higher than the general stipulated prices due to the amount of work and intensiveness of the module, in that case prospective students will be informed before registration the College Administrators.

#### Available Discount to Students

Cash discount - 5%	Returning Students - 5%	Registering 4 and above modules - 5%
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**NB\*** Discounts do not apply on registration fee.

You are entitled to R300 discount for each student you refer to us for registration. You have to claim for this benefit for this referral..

**Payment Methods**

Payment can be done via EFT to:

**Beneficiary** : Tactutorials Graduate Institute of Business Leadership (TGIBL)

**Bank** : FNB

**Account No** : 62796442219

**Branch Code** : 251255

**CATCH-UP** Classes will be provided for the group classes in the case where extra tuition is necessary.

**EXAMINATION REVISION CLASSES**

TWO (2) Weeks intensive revision classes before each examination will be provided using previous examination papers and solutions, as well as the assignment questions and memo.

**Disclaimer:** Tactutorials Graduate Institute of Business Leadership (TGIBL) is a private tutorial service provider company and is not part of the University of South Africa (UNISA or MANCOSA, University of Johannesburg, University of Pretoria, Vaal University etc., however, our services provide a solid understanding through practical experience and increase academic success on research, assignments and examinations .

**TERMS & CONDITIONS**

The signatory to this contract acknowledges and understands that :

1. Non-refundable admin fee of R400 and at least the first instalment of 45% (of total fees) must be paid before full access to classes is granted. The remaining amount must be paid up in, at most, two instalments according to the agreed arrangement with the College Administrator.
2. Failure by the student to attend any classes will not reduce his/her liability with respect to the contract.
3. Should the student miss any lecture, it is his/her responsibility to arrange and bear the cost of catch -up class with the lecturer that will be assigned to do so by the management. This arrangement must be done on time to avoid further overlapping of more classes.
4. Catch -up classes are not compulsory and not part of our obligations with respect to the contract but will be provided as a token of our goodwill and commitment towards student's exam success.
5. A minimum of three (3) registered students are required to start running a module for group classes.
6. The student undertakes to settle his/her account in time and acknowledges that access to classes may be denied as a result of none or late payment.
7. Under no circumstances should refund be granted to students when they have attended a class .
8. In the case where student makes a payment and for some genuine reasons is unable to attend classes, the amount can be credited for him or her to use for the next semester, as long as he/she has not attended any lectures. This credit will only be valid for a period of two (2) semesters after which no further claims can be made by the student.
9. Students are expected to bring their own prescribed books, laptops and/or other tools for all the modules which involve practical use. Neither Tactutorials Graduate Institute of Business Leadership nor its employees shall be held liable to any minor or serious damage or loss.
10. Full time registration requires a minimum of three (3) modules.

AGREED PAYMENT PLAN

PAYMENT	DATE	AMOUNT	NOTES
1 <sup>st</sup> Payment			
2 <sup>nd</sup> Payment			
3 <sup>rd</sup> Payment			
4 <sup>th</sup> Payment			

I, \_\_\_\_\_ ID Number \_\_\_\_\_ have registered for \_\_\_\_\_ modules with Tactutorials Graduate Institute of Business Leadership (TGIBL) which amount to R \_\_\_\_\_, and have agreed on \_\_\_\_\_ the above.

I understand and acknowledges that failure to honour (none or payment) the agreed payment plan can or might result in the full or partly suspension of access to classes and/or other supporting services .

This amount must be paid up on or before \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

College Administrator Signature \_\_\_\_\_

Date \_\_\_\_\_

Director's Signature \_\_\_\_\_

