



Queen's College
BOYS' HIGH SCHOOL
Founded 1858

Dear Parent / Guardian

APPLICATION FOR ADMISSION 2025

Thank you for enquiring with regards to an application for your son.

Queen's College Boys' High School is a well-established, traditional public boys' school, which offers a vast array of opportunities for young men to develop their full potential in a caring and disciplined environment. At Queen's we believe in the education of the total man, and thus the curriculum encompasses academic, sporting and cultural activities, as well as an emphasis on spiritual, social and leadership development. Queen's College expects high standards of behaviour, dress and personal appearance, and Queenians are obliged to accept these standards and to observe the accepted school and hostel rules.

Closing date for 2025 Applications: 20 March 2024

The following criteria play an important role in the processing of applications:

- The proficiency of the applicant in English (as our school is an English medium school).
- The proximity of the applicant's residence for day scholars (preference must be given to pupils who live close to the school).
- The fact that we can only accept a certain number of learners in Grade 8 (as well as limited numbers in Grades 9 – 11) and we therefore urge parents/guardians to apply to other high schools as well.

Kindly take the time to read through the accompanying documentation carefully. Please note that only applications that have been completed **in full** and with all of the requested documents will be accepted (*as per attached list*).

The Principal's Confidential Report needs to be emailed by you to your son's current school and that school needs to email/fax it back to us directly.

Submit your son's complete application soonest to avoid disappointment. Applications will be processed as soon as they are received and interviews will commence after your son's application has been processed.

Please ensure that you read through our code of conduct before applying at our school. This can be found on our website under the "Admissions" tab.

We kindly request that you do not make telephonic enquiries regarding the status of your son's application. You will be notified, in writing, of the status of your son's application within 14 days after the date of his interview.

Yours sincerely,

J VAN DER RYST
HEADMASTER



Queen's College
BOYS' HIGH SCHOOL
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Admissions Department
16 Berry Street Komani 5319 • PO Box 151 Komani 5320
Tel +27(0)45 839 4188
Email: admissions@queenscollege.co.za • Website: www.queenscollege.co.za

2025 APPLICATION

Applications will be accepted **ONLY** with submission of **ALL** relevant documentation as per attached list.

GRADE applying for (please indicate with an X)	8	9	10	11						
ADMISSION as a (please indicate with an X)	DAY SCHOLAR				BOARDER					
CURRENT SCHOOL										
MARKETING Where did you hear about Queen's?	Closest school		Facebook		Newspaper		Other (Please specify)			
DETAILS OF APPLICANT										
SURNAME					POPULATION GROUP	Black African	Asian / Indian	White	Coloured	Other
FIRST NAME(S)					PREFERRED NAME					
IDENTITY NUMBER					HOME LANGUAGE					
PLACE OF BIRTH (TOWN)					RELIGION / CHURCH					
RIGHT OR LEFT HANDED					LEARNER'S CELL NO.					
Has the learner previously repeated a Grade?			NO	YES	If YES, which grade?					
Has the learner previously applied at Queen's?			NO	YES	If YES, which year?					
Has the learner been a Boarder at his current school?			NO	YES	If YES, for how long?					
PREVIOUS/CURRENT RELATIVES AT QUEEN'S COLLEGE BOYS' HIGH (father/uncle/brother etc.)										
NAME & RELATIONSHIP					CURRENT GRADE IF AT QUEEN'S SENIOR:					
FATHER'S DETAILS / LEGAL GUARDIAN										
SURNAME					TITLE	MR	DR	ADV	OTHER	
FIRST NAME (s)										
IDENTITY NUMBER										
RESIDENTIAL ADDRESS							POSTAL CODE			
POSTAL ADDRESS (If different to above)							POSTAL CODE			
OCCUPATION										
EMPLOYER	(If parent is state employed, state name of Institution or if self employed, state name of business)									
PHYS. WORK ADDRESS										
MARITAL STATUS (please indicate with an X)	SINGLE		MARRIED		DIVORCED		REMARRIED		WIDOWED (please provide copy of death certificate)	
CONTACT DETAILS	HOME				CELL					
	WORK				EMAIL					
MOTHER'S DETAILS / LEGAL GUARDIAN										
SURNAME					TITLE	MRS	MS	DR	OTHER	
FIRST NAME (s)										
IDENTITY NUMBER										
RESIDENTIAL ADDRESS							POSTAL CODE			
POSTAL ADDRESS (If different to above)							POSTAL CODE			
OCCUPATION										
EMPLOYER	(If parent is state employed, state name of Institution or if self employed, state name of business)									
PHYS. WORK ADDRESS										
MARITAL STATUS (please indicate with an X)	SINGLE		MARRIED		DIVORCED		REMARRIED		WIDOWED (please provide copy of death certificate)	
CONTACT DETAILS	HOME				CELL					
	WORK				EMAIL					

Applications are reviewed, whereafter interviews will be held. You will be informed whether your application has been successful. School fees are payable monthly, or annually, preferably in advance. Boarding fees are payable strictly in advance (boys will only be admitted to hostel if they can produce a receipt for the fees). Debit order and card facilities are available.

ADMIN FEE RECEIVED

RECEIVED BY

DATE RECEIVED

FOR OFFICE USE ONLY

DETAILS OF PERSON RESPONSIBLE FOR ACCOUNT (To be completed if NOT the father or mother)

SURNAME		TITLE	MRS	MR	MS	DR	OTHER
FIRST NAME (s)							
IDENTITY NUMBER							
RESIDENTIAL ADDRESS						POSTAL CODE	
POSTAL ADDRESS <small>(If different to above)</small>						POSTAL CODE	
OCCUPATION						SIGNATURE	
EMPLOYER							
PHYS. WORK ADDRESS							
MARITAL STATUS <small>(please indicate with an X)</small>	SINGLE	MARRIED	DIVORCED	REMARRIED	Widowed (please provide copy of death certificate)		
CONTACT DETAILS	HOME			CELL			
	WORK			EMAIL			

ADDITIONAL INFORMATION ON APPLICATION

Applicant living with	PARENTS	MOTHER	FATHER	GUARDIAN	OTHER	
How many children			Applicant's Position (1st Born etc.)			
Communication to	PARENTS	MOTHER	FATHER			

IF YOU DO NOT LIVE AT HOME DUE TO WORK COMMITMENTS, WHO DOES YOUR SON LIVE WITH?

EXTRA-MURAL PARTICIPATION & ACHIEVEMENTS

Does your son participate actively in a School Sport & Cultural Programme?		NO	YES	If NO, specify reason:
CULTURAL	Participation	Achievements		
SPORT - Summer	Participation	Achievements		
SPORT - Winter	Participation	Achievements		
LEADERSHIP POSITIONS	Participation	Achievements		

MEDICAL INFORMATION

MEDICAL AID NAME		Membership Number	
Principal Member		Principal Member Identity Number	
Name of Doctor		Name of Dentist	
Telephone Number		Telephone Number	
MEDICAL CONDITIONS	Special Educational Needs, Health Problems or any important information (e.g. Asthma, Epilepsy, Allergies etc.) including medication requirements:		
		BLOOD TYPE <small>(specify positive/negative)</small>	+ -

EMERGENCY TELEPHONE NUMBERS (NOT PARENT'S DETAILS)

(Next of kin, in case of emergency, if the school cannot get hold of either parent)

SURNAME		TITLE	MRS	MR	MS	DR	OTHER
FIRST NAME (s)							
RELATION TO PUPIL							
CONTACT DETAILS	HOME			CELL			
	WORK			EMAIL			
PHYSICAL ADDRESS							

LSEN QUESTIONNAIRE

Do you have any special educational needs?		NO	YES	If yes, please provide details:
Please indicate if you have been diagnosed with any of the following. If not mentioned, please indicate what your diagnosis is:				
Deaf / Blind or Disabled (specify)	DEAF	BLIND	DISABLED	
Specific Learning Disability (specify)			Severely Intellectually Disabled (specify)	
Mild or Moderate Intellectually Disabled	MILD	MODERATE		
Physically Disabled	NO	YES	Epilepsy	NO YES
Multiple Disabled	NO	YES	Cerebral Palsied	NO YES
Partially Sighted	NO	YES	Hard of Hearing	NO YES
Behavioural Disorder	NO	YES	Attention Deficit Disorder	NO YES
Poor Eye Sight	NO	YES	Concentration Problems	NO YES
Other Disorder (specify)				

ACADEMIC SUBJECT CHOICE - (GRADE 10 - 12)

LINE NUMBER	SUBJECTS	PLEASE TICK
COMPULSORY SUBJECT	1	X
SUBJECT CHOICE (Choose one subject only)	2	
SUBJECT CHOICE (Choose one subject only)	3	
COMPULSORY SUBJECT	4	X
SUBJECT CHOICE (Choose one subject only)	5	
SUBJECT CHOICE (Choose one subject only)	6	
SUBJECT CHOICE (Choose one subject only)	7	

DECLARATION/UNDERTAKING BY PARENTS/GUARDIANS

Should my/our son be accepted at Queen's College Boys' High School, I/we hereby:		
agree to abide by all the rules and Code of Conduct of Queen's College Boys' High School.	YES	NO
understand that proficiency in English is an important criterion as Queen's College is an English medium school.	YES	NO
undertake to pay all fees due at the beginning of every term.	YES	NO
grant the Principal / Housemaster permission to act on my behalf in cases of emergency.	YES	NO
confirm that I/we am/are resident at the above address and undertake to inform the Principal / Housemaster of any change of address.	YES	NO
accept liability for any damage to the school or school property caused by the applicant, howsoever it may occur.	YES	NO

ZERO TOLERANCE ON DRUGS

Should my/our son be accepted at Queen's College Boys' High School, I/we hereby:		
state that should our son be accepted at Queen's College we hereby consent to and authorise blood and urine samples from being taken from our/my son at the school's discretion for the purposes of establishing if my/our son is taking or has consumed alcohol or narcotics of any kind, provided such samples are taken by a qualified person and witnessed by a school official.	YES	NO
undertake to place my/our son on a rehabilitation programme if in fact the results of any tests carried out prove to be positive.	YES	NO
agree to make available to the school a written report of such a rehabilitation programme.	YES	NO
understand that if my/our son is tested positive for narcotics or alcohol, I/we shall be responsible for the cost of such tests and for the rehabilitation programme. Failure to adhere to this will result in an application for expulsion.	YES	NO
understand, without prejudice to the rights of the Governing Body of Queen's College, that should my/our son be tested positive for alcohol or narcotics a second time during his education at Queen's College, I/We will be requested to remove my/our son from the school with immediate effect and I/we agree to do so.	YES	NO
further understand, without prejudice to the rights of the Governing Body of Queen's College, that if my/our son is caught in possession of or in the act of participating or dealing in narcotics or alcohol, OR is found to be guilty by association, the Governing Body of Queen's College will request me/us to remove my/our son from the school and will abide by its decision and agree to withdraw him from the school immediately upon such request.	YES	NO

Please note that Queen's College Boys' High School is declared a **fee-paying school** in terms of the relevant legislation, and that by enrolling your son at the school, you are accepting an obligation to contribute financially towards the education he receives

Please ensure that you complete EVERY SECTION of this application form. The supplying of false information will invalidate this application.

Signed at _____ on the _____ day of _____ 202__

Father/Guardian's signature

Mother/Guardian's signature

Applicant's signature



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THIS FORM MUST BE HANDED TO YOUR SON'S CURRENT PRINCIPAL FOR COMPLETION AND RETURNED TO QUEEN'S COLLEGE BY THE PRINCIPAL

PRINCIPAL'S CONFIDENTIAL REPORT

NAME		CURRENT GRADE
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SCHOOL	
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SECTION A
 MUST BE COMPLETED BY PRINCIPAL OR CLASS TEACHER (Please tick relevant box)

ACADEMIC AVERAGE %		
80 + %		
70 - 79 %		
60 - 69 %		
50 - 59 %		
40 - 49 %		
Below 40 %		

LEADERSHIP		
Head Boy		
Deputy		
Prefect		
Sport Captain		
Leadership Roles		
Specify		

SPORT (Summer or Winter)		
Provincial	Specify Sport	
School (A or B)	Specify Sport	
School (C & below)	Specify Sport	
Participation	Specify Sport	

CULTURE		
Music	Specify Instrument	
Choir		
Debating		
Other	Specify	

SECTION B
 MUST BE COMPLETED BY PRINCIPAL OR CLASS TEACHER (Please tick relevant box)

GENERAL (Please tick relevant box)	Excellent	Very Good	Good	Satisfactory	Weak
Attitude					
Respect					
Self-discipline					
Responsibility					
Social Adjustment					
Leadership Potential					
Parental Co-operation					

SECTION C

COMMENT BY SCHOOL BURSAR - KINDLY COMPLETE IN FULL

Any problem with payment of fees?

YES

NO

Annual School and/or Boarding fees at current school?

R

COMMENT

SECTION D

TESTIMONIAL OR RELEVANT COMMENTS BY PRINCIPAL

(Include a character reference, health, special educational needs and please state any exceptional achievements)

DO YOU RECOMMEND THIS PUPIL AS A FUTURE PUPIL OF QUEEN'S COLLEGE?

YES

NO

NAME OF CLASS TEACHER

NAME OF PRINCIPAL

SIGNATURE

SIGNATURE

DATE

DATE

SCHOOL STAMP

2023 FEE STRUCTURE

The school fee table below is in respect of our 2023 fees - fees for 2024 will only be available at the end of November 2023, once the requisite SGB Budget Meeting has been held.

	Net amount if paid by 31 Jan 2022 in full	Monthly Months x 10 (Debit Order)	Annually
SCHOOL FEES (Day Scholar Only)	R 44 400	R 4 440	R 44 400
BOARDING FEES	R 61 000	R 6 100	R 61 000
TOTAL	R 105 400	R 10 540	R 105 400

Should your son be accepted at Queen's College Boys' High School, the following deposits will be due and payable by 31 October 2024.

DEBENTURE	R 2 500 (non-refundable deposit) due one month from acceptance
DAY SCHOLAR DEPOSIT	R 11 100 due by 31 October 2024
BOARDER DEPOSIT	R 26 350 due by 31 October 2024

KINDLY NOTE THE FOLLOWING

- Fees are payable in RSA currency ONLY.
- A full term's written notice of withdrawal of a pupil is required. If this is not forthcoming, a term's fees will be charged in lieu of written notice in the event of the withdrawal of a pupil without the requisite term's notice.
- A full term's notice is required should a pupil change from boarder to day scholar.

PLEASE NOTE that Queen's College is a declared FEE PAYING SCHOOL in terms of Section 39 of the SA Schools Act, and in terms of Sections 40 and 41 of the said Act, the school may enforce the payment of these compulsory fees.



Admissions Department

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DOCUMENTS REQUIRED

NO APPLICATION will be accepted without ALL the relevant documentation attached

Ideally, we require BOTH parents to attend the interview with their son. Should a third party be responsible for payment, it is imperative that this person attend the interview with the parents.

LIST OF DOCUMENTATION REQUIRED

- 1 Queen's College Boys' High School **APPLICATION FORM**
- 2 Copy of your son's **Term 4 Report 2023**
- 3 Copy of your son's **latest Report from 2024**
- 4 Copy of your son's **UNABRIDGED BIRTH CERTIFICATE**. If your son does not have one, kindly apply at Home Affairs and provide us with a copy of the receipt and a copy of your son's Abridged Birth Certificate in the interim.
Non-South African residents to provide a copy of their **PASSPORT** and **STUDY PERMIT**
- 5 4 (four) **IDENTICAL ID SIZE** photographs taken of your son in 2023 / 2024
- 6 Copies of **both** parents' **IDENTITY DOCUMENTS**
- 7 Certified copy of the Identity Document, of person responsible for fees (if a third party)
- 8 Certified copy of **LETTER OF APPOINTMENT** as Guardian (from Master of High Court)
Copy of **PAYSLIPS** for BOTH parents and / or person responsible for fees
- 9 **If you are STATE EMPLOYED, supply an employment confirmation letter from ACTUAL place of employment**
- 10 Copy of **PROOF OF RESIDENCE** (e.g. Municipal account or Affidavit)
- 11 Copy of the **MEDICAL AID CARD** (back and front) - Please specify blood type!
- 12 R150.00 Administration Fee (payable with application/EFT and proof of payment must be provided)

Account name: Queen's College Assets Trust, Bank: FNB, Account number: 620 440 69210, Reference: Child's full name