Queen's College
BOYS' HIGH SCHOOL
Founded 1858

Dear Parent / Guardian

APPLICATION FOR ADMISSION 2028

Closing date: 9 April 2027

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.

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 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

Tel: (045) 839 4188 ● 16 Berry Street, Komani, 5319 ● PO Box 151, Komani, 5320
Email: headmaster@queenscollege.co.za ● Website: www.queenscollege.co.za

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

2028 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.

FOR OFFICE USE ONLY

ADMIN FEE RECEIVED

RECEIVED BY

DATE RECEIVED

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 (If different to above)		POSTAL CODE					
OCCUPATION		SIGNATURE					
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	

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 ***(specify positive/negative)***	+ −

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	ENGLISH (HOME LANGUAGE)	X
		ENGLISH (FIRST ADDITIONAL LANGUAGE) - only available by recommendation	
SUBJECT CHOICE (Choose one subject only)	2	AFRIKAANS (FIRST ADDITIONAL LANGUAGE)	
		isiXHOSA (FIRST ADDITIONAL LANGUAGE)	
		ISIXHOSA (HOME LANGUAGE)	
		Sesotho (FIRST ADDITIONAL LANGUAGE)	
SUBJECT CHOICE *(Choose one subject only)*	3	MATHEMATICS	
		MATHEMATICAL LITERACY	
COMPULSORY SUBJECT	4	LIFE ORIENTATION	X
SUBJECT CHOICE (Choose one subject only)	5	PHYSICAL SCIENCES	
		LIFE SCIENCES	
		COMPUTER APPLICATIONS TECHNOLOGY	
		BUSINESS STUDIES	
		HISTORY	
SUBJECT CHOICE (Choose one subject only)	6	LIFE SCIENCES	
		GEOGRAPHY	
		BUSINESS STUDIES	
		HISTORY	
		ENGINEERING GRAPHICS AND DESIGN	
		INFORMATION TECHNOLOGY	
SUBJECT CHOICE (Choose one subject only)	7	ACCOUNTING	
		AGRICULTURAL SCIENCES	
		BUSINESS STUDIES	
		HISTORY	
		COMPUTER APPLICATIONS TECHNOLOGY	
		GEOGRAPHY	
		VISUAL ARTS	

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 profiency 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
voluntarily authorise Queen's College to process my personal information and any other information, as well as that of my son.	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

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

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ENROLMENT CONTRACT

I/We, the undersigned certify that I/we are the biological/adoptive parents and that I/we have legal custody and/or legal guardianship in respect of the learner:

_____(Full name) I.D. NO _____ (Father/Guardian)

Resident at_____(Address) -As domicillium et executandi ("the Debtor)

AND

_____(Full name) I.D. NO _____ (Mother/Guardian)

Resident at _____(Address) - As domicilium citandi et executandi ("the Debtor)

OF

_____ (Learner's Full Name)

These terms and conditions are primarily intended to govern the financial obligations of the Parents to the School, which are administered by the governing Body of Queen's College Boys' High School (herein referred to as QCBHS).

This agreement shall come into effect when the learners is accepted for admission to QCBHS and shall remain in force until the learner leaves QCBHS and until all financial and other obligations have been met. The agreement may only be amended in writing and no oral variations shall be of any force until reduced to writing and signed by the parties.

SCHOOL FEES

The annual fees, as determined from time to time at the Annual General Meeting of QCBHS, are payable **Annually in advance** on the first school day of every year. However, there is the option to pay **quarterly** on the **first day of each term** or **monthly in advance over ten months**, provided your preferred option is clearly indicated herein with a cross next to your choice from the options provided below:

Yes	No

Single payment by the end of January every year	
Quarterly on the first day of each term of the relevant academic year	
*Grades 8-11: Ten monthly instalments, by DEBIT ORDER, from January until October of the relevant academic year	

* Parents who choose the monthly instalment option please note that when a learner is in Grade 12, school fees must be paid in **nine monthly instalments, by DEBIT ORDER, from January until September of the learner's Grade 12 year.**

BOARDING FEES

Parents of boarders accept that they are liable for school fees AND boarding fees. The annual boarding fees, as determined from time to time at the Annual General Meeting of QCBHS, are payable either in a single payment by the end of January each year or **termly in advance before school commences for that term.** Alternatively, there is the option to pay boarding fees **monthly in advance over ten months**, provided your preferred option is clearly indicated herein with a cross next to your choice from the options provided below:

Yes	No

Single payment by the end of January every year	
Quarterly on the first day of each term of the relevant academic year	
*Grades 8-11: Ten monthly instalments, by DEBIT ORDER, from January until October of the relevant academic year	

* Parents who choose the monthly instalment option please note that when a learner is in Grade 12, school fees must be paid in **nine monthly instalments, by DEBIT ORDER, from January until September of the learner's Grade 12 year.**

If, at any time, a parent's financial circumstances change and they fail to make alternative arrangements with the Finance Department of QCBHS, or an arrangement is made with the Finance Department and NOT honoured by the parent in the time frames agreed upon, legal action may be taken forthwith to recover the annual school fees. No indulgence or latitude shall be construed as a waiver or novation of any of the rights of QCBHS.

DEBIT ORDERS

All tuition and boarding fees are **payable strictly by DEBIT ORDER.** Sundries are to be paid directly by the parent.

- A debit order form is attached to this correspondence. It is your responsibility to complete this form and return it to the Finance Department of QCBHS, together with proof of your banking details.
- Any payments received for learners in the boarding establishment, will be allocated firstly to tuition fees and thereafter to boarding fees. Therefore, the requisite payments must be made by debit order to both tuition and boarding accounts to avoid exclusion from the boarding establishment.
- **No boarder will be admitted to the boarding establishment in the event of tuition or boarding fees being outstanding or unpaid for the previous month, term or year.**
- In the event of default in any payment due to QCBHS, the full outstanding amount will become due and payable with immediate effect.
- **Interest will be charged on overdue boarding fees on the quarterly amount due.**
- In the event that a debit order or a cheque is returned unpaid by the bank, an administrative fee of R250 per item will be levied.

Yes	No

INCIDENTAL AND TOURING EXPENSES

Parents understand and accept that in addition to the school fees, the learner may incur further costs which are payable by Parents. Such charges may include (but are not limited to) the cost of leadership courses, tours and lost books i.e. library books or books supplied by QCBHS. Parents of boarders accept liability for any damage to boarding establishment property caused by the boarder, whatever it may be.

Should the learner be selected for a touring team or any other excursion away from the school, the costs involved shall be payable **not less than ten days prior to the commencement of the tour,** or as otherwise stated and **if not received, the learner will forfeit the opportunity to travel and school fees must be up to date.**

Yes	No

NON-ATTENDANCE

The fees and expenses, as determined from time to time at the Annual General Meeting of QCBHS, shall be payable irrespective of whether the learner attends the school during the relevant period or not. No refund shall be given by QCBHS for absence of the learner due to any cause whatsoever. Parents of boarders accept that expulsion from the school is deemed automatic expulsion from the boarding establishment.

Yes	No

WITHDRAWAL FROM QCBHS - Day Learners

Where the learner is removed from QCBHS before completing his final academic year, **a full school term's notice is to be given** in writing. Should such notice not be received before the commencement of the learner's last term at QCBHS, the Parents shall be liable for the tuition fees of the following term in lieu of proper notice.

Yes	No

WITHDRAWAL FROM QCBHS - Boarders

Where the boarder is removed from the QCBHS Boarding Establishment before completing his final academic year, **a full school term's notice is to be given in writing.** Should such notice not be received before the commencement of the boarder's last term at QCBHS Boarding Establishment, the **Parents shall be liable for the boarding fees of the following term in lieu of proper notice.**

Parents of boarders withdrawing from the QCBHS Boarding Establishment during their Grade 8 and Grade 12 years, will be liable for the full year's boarding fees.

Parents of Boarders are not eligible for any form of boarding fee exemption.

Yes	No

COSTS

In the event of it being necessary for QCBHS to institute any legal proceedings for the enforcement of any of its rights in terms of this Agreement and Acknowledgement of Debt, the Parents agree and consent to judgement debt in terms of Section 57 of the Magistrates' Court Act, the amount of the judgement debt at the time of institution of the said legal proceedings being determined in terms of a Certificate of Indebtedness to be issued as provided for in this document. The Parents further agree and consent to the jurisdiction of the Queenstown Magistrates' Court in terms of Section 45 of the Magistrates' Court Act and to judgement and an order for payment of the judgement debt in instalments in terms of Section 58 of the Magistrates' Court Act.

Yes	No

LIABILITY

Parents accept that their liability shall be joint and several, the one paying the other to be absolved, for the full amount owing. In the event that the Parents are separated or divorced, then by their signature hereto, they acknowledge their joint and several liabilities and confirm that any agreement between them regarding the payment of school fees is not binding upon QCBHS. A certificate signed by either the Headmaster or acting Headmaster shall be *prima facie* proof of the amount owing to QCBHS for the purpose of any legal proceedings instituted by QCBHS.

Yes	No

PERMISSION TO CONDUCT CREDIT SEARCHES

The consumer/debtor consents to and authorises QCBHS, the supplier, service and/or credit provider, as the case may be, to:

a) contact, request and obtain information at any time from any supplier, service or credit provider (or potential credit provider) or registered credit bureau in order to assess the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the consumer / debtor; and

Yes	No

b) provide information about the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the consumer / debtor to any registered credit bureau or to any supplier, service or credit provider (or potential credit provider) seeking a trade reference regarding the consumer's/debtor's dealings with the supplier, service and/or credit provider.

QCBHS is affiliated to TPN Credit Bureau, a registered credit bureau, all account payment profiles, patterns and behaviour is recorded monthly with the credit bureau for the purposes as per the National Credit Act.

ADVANCE FEE PAYMENT

Upon the learner's acceptance into QCBHS, an advance fee payment is necessary to secure the offered position. In the event that Parents withdraw the learner from QCBHS, an administrative fee of 25% of the advance fee payment will be levied on the refund.

Yes	No

LEGAL ACTION

Should the Parents fail to make payments in accordance with this agreement, the School Governing Body may institute legal action against the Parents for collection of the arrear school fees, in which event Parents hereby agree to be liable for the School Governing Body's costs of such action on the scale as between attorney and client, including collection commission and tracing fees.

Yes	No

DISCIPLINE

All disciplinary matters relating to the education, training and extramural activities of the learner shall vest in either the Headmaster of QCBHS or in a person or persons authorised by the Headmaster or the Governing Body. The Parents acknowledge that the learner will at all times be subject to the Code of Conduct of QCBHS, the relevant provisions of the South African Schools Act, Act 84 of 1996, and any relevant Regulations promulgated.

Yes	No

MARKETING MATERIAL

We accept and agree that Queen's College Boys' High School often uses photographs of boys in marketing and Promotional material and that photographs are often taken at school events, specifically or incidentally and these may include photos of family members. QCBHS undertakes that if this material is used, it will be done appropriately and professionally.

Yes	No

UNDOCUMENTED LEARNERS

Immigrants are advised that all foreign learners will be provisionally accepted until such time that copies of official documents required by the Eastern Cape Department of Education is supplied. Parents must contact the Department of Education to acquire a list of the documents they need to supply. These documents are imperative to register for the Grade 12 exam. Diplomats must submit copies of passports and diplomatic identities.

Yes	No

TRANSPORT CONSENT

Throughout the year your son will participate in a variety of sporting, cultural and other activities. As you know, this frequently means trips to venues outside of Queenstown, e.g. sport fixtures, theatre productions, debates, excursions and tours etc. Transport is either provided by the school or arranged through a reputable bus company.

Queen's College has passenger liability cover applicable to its own vehicles, and will only use an outside company on positive proof that the company involved has adequate cover.

You will appreciate that it is not practical for Queen's College to seek consent from you on each and every occasion your son is involved in an activity requiring transportation. Therefore, we would appreciate it if you would kindly complete the form below, indicating your consent to your son being transported to events outside the school premises.

I hereby give my consent for my son to use transport provided by Queen's College for any activity taking place outside Queen's College's grounds for the duration of his high school career at Queen's College.

Yes	No

RELEASE FORM IN RESPECT OF LEARNER PHOTOS/IMAGES/VIDEOS

I/We grant permission to Queen's College Boys' High School to display photos/images/videos of the child(ren) indicated below as part of:

- a demonstration/project/activity in the course of classroom teaching;
- a sample project/activity on CD created by the school for use in educational workshops, classrooms, advertisements, etc.;
- the school's webpages and social media platforms (including Facebook and Twitter);
- samples given to programme publishers, or contest entries submitted to sponsors;
- video recordings to appear in a school-related programme broadcast on a television station; and/or
- any printed publication, including, though not limited to, newspapers, magazines, yearbooks, etc.

Yes	No

In granting this permission, I understand that the school may use photos/images/videos of the child(ren) for purposes such as celebrating achievements and publicising education events, as deemed appropriate by the school governing body and the principal, and that such use may include display in the school photo gallery.

I/We further understand that although the school associated with the photos/images/videos will be identified, and adults appearing in photos/images/videos may be named, the personally identifiable information of the child (ren), except for the name (s) of the child (ren), will not be used with any photo/image/video.

Dad_____ Mom _____ Guardian _____ Bursar _____

I/We am signing this release form in the knowledge that any photos/images/videos posted on the school's website can be downloaded and reproduced by various news organisations, including print, electronic and broadcast media, and I therefore release the school from any liability arising from the use of photos/images/videos of the child(ren) in school web postings.
Additionally, I understand that there are potential dangers associated with the posting of photos images and videos on a website, since global access to the internet does not allow for control over who accesses information.

FINANCE

1.1 The Principle Debt is computed as the cash amount due in terms of the causa of this agreement in respect of all school and/or hostel fees charged termly and are payable in advance and are due on the first day of school.

1.2 The Principle Debt may be paid as follows :

1.2.1 Payment in full for year by 31 January

1.2.2 Cash/ Cheque / Internet Transfer in full payment of the terms fees on the **first day of the term.**

1.2.3 The signing of a **Debit Order** authorizing the school to debit your bank account with the Annual Fees split over a ten equal monthly payments from **January to October.**

1.3 Should any payment due in terms of this agreement not be made on due date in terms of clause 2.2
The Creditor may regard the balance of the Principle Debt owing in terms thereof as due and payable immediately, and may issue summons therefore in any competent court without further notice or demand to the Debtor.

1.4 The Debtor hereby expressly renounces the benefits of the non-causa debiti, the errore calcull, the revision of the accounts, no value recorded and all further exceptions of which the meaning is known to the Debtor.

1.5 A sum equivalent to one term's school (and if applicable, hostel) fees presently prevailing, shall be paid by the Debtor – such amount to be credited to fees due for the first term of enrolment. As such, the Debtor will be liable for payment of any shortfall in school/hostel fees due for the aforesaid term (should such shortfall exist)

1.6 Moreover, the Debtor undertakes to pay the sum of **R2 500 (within one month of acceptance)** - to be held by the Creditor – for the duration of enrolment on behalf of the Debtor – and which amount shall be refunded to the Debtor (if no bursary was awarded and/or no outstanding fees were handed over) upon termination of enrolment – refund being subject to the proviso that as at such date of termination, no sum – whether i.r.o. school/hostel fees or otherwise, remains outstanding to the Creditor. Should any amount due to the Creditor, then and in such event, the Creditor shall remain entitled to offset same against the deposit paid – with any excess on such deposit, as may exist, to be paid to the Debtor. **This deposit is non-refundable in the event of your withdrawing your application after acceptance.**

Yes	No

1.7 The Debtor agrees to the jurisdiction of the Magistrate's Court in terms of section 45 of Magistrates Court Act 32 of 1944 for the recovery of any amount due in terms hereof.

1.8 The Principle Debt shall become due and payable immediately in the event of insolvency (or if the debtor is a company or close corporation the liquidation) of the debtor, or if the Debtor commits an act of insolvency.

1.9 In terms of Section 39 of the South African Schools Act, parents are liable to pay compulsory school fees. In Terms of Section 40 and 41 of the South African Schools Act, the school may enforce the payment of these compulsory school fees. I/We have been informed that if we are unable to pay school fees may apply for exemption of these fees.

1.10 The Debtor shall pay the costs hereof as the stamp duty (unless such stamp duty forms part of the Principal Debt) on demand. Should the Creditor incur legal costs in the collection of the Principal Debt, the Debtor shall pay such costs – including those in the nature of Attorney and Client.

1.11 The Debtor shall not be entitled for any reason whatsoever to withhold or defer payment stipulated for in this acknowledgement of debt.

1.12 In terms of family law, **parents are jointly and severally liable for the payment of the school fees** irrespective of their marital status. In the event of non- payment of school fees, the school will institute legal action against **both parents** irrespective of maintenance and court orders, which may exist between the parties.

IN SIGNING THIS APPLICATION FORM:

2.1 I/we accept the conditions as set out in point 1.1 and 1.2

2.2 I /we accept that payment of school and or/boarding fees is compulsory and must be paid to the Bursar in accordance with the procedures determined by the School Governing Body, and I accept liability therefore.

2.3 I/we accept that should School and /or Hostel fees not be paid timeously, and my/our account held with the school be handed over to the School's Attorney's for collection ,I /we will be liable for payment of all legal fees, including those in the nature of Attorney and Client, as may be incurred.
To such extent, and with a view to fees and legal costs being recovered, I/we further consent to the issue of an emoluments Attachment Order against remuneration as may be receivable by me from my Employer – the monthly amount payable in terms thereof to be equivalent to the monthly school/hostel fee applicable at the time of the Order so being issued.

2.4 I/we acknowledge that should I/we fail to meet the school fee obligations, the school may record my/our performance with the credit information bureau. Any information conveyed to a credit information bureau will be available to other credit granters and used in making credit risk management related decisions.

2.5 I/we accept that a terms notice, in writing, of intention to withdraw my/our son from school/ hostel is required. Failing this I/we accept that I/we will be held liable for one term's boarding fees in lieu of notice, furthermore to return books and/or equipment belonging to the school which the child may have.

2.6 I/we accept on behalf of my son, the school and hostel rules as set out in the General Information Guide, and any disciplinary action that may be taken by the school arising from offences within the framework of the rules.

Dad_____ Mom _____ Guardian _____ Bursar _____

2.7 I/we accept that completion of this form does not necessarily imply confirmation of acceptance of my/our son at Queen's College. This will be done by letter from the Headmaster. The above is valid from the day on which it is signed by parent/guardian to the day on which the leaner officially leaves the school.

2.8 I/we hereby declare that the information given in this document is true and correct and by my/our signature below, I /we give the Chairman of the School Governing Body or his designate, permission to check and confirm any of the details or documents given by me/us. I/we understand that should any of the information supplied by me/us is found to be false action may be taken against me/us.

Thus done and signed at _____ **on (date)** _____

In the presence of the undersigned witnesses:

As witnesses:

1.  _____

DEBTOR – Father/Guardian

2.  _____

DEBTOR – Mother/Guardian

Thus done and signed at _____ **on (date)** _____

In the presence of the undersigned witnesses:

As witnesses:

1. 

2.  _____

CREDITOR (Queen's College Boys' High School)

Queen's College
BOYS' HIGH SCHOOL
Founded 1858

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

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
SCHOOL		

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

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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 2026**	
3	Copy of your son's **latest Report from 2027** (if submitted after term 1 in 2027)	
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 2026 / 2027	
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)	
9	Copy of **PAYSLIPS** for BOTH parents and / or person responsible for fees **If your 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	Latest **SCHOOL FEE STATEMENT**	
13	R200.00 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

Queen's College
BOYS' HIGH SCHOOL
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SCHOOL FEE STRUCTURE 2027

	TERMLY	MONTHLY (10 MONTHS)	MONTHLY (11 MONTHS)	ANNUALLY
SCHOOL FEES	**R14 750.00** per term paid in the **FIRST WEEK** of each term	**R5 900.00** per month from **January** to **October** by the last day of each month.	**R5 364.00** per month from **January** to **November** by the last day of each month.	**R59 000.00** paid before end January
HOSTEL FEES	**R20 120.00** per term. School **AND** Hostel fees must be paid **BEFORE** your son returns to hostel each term.	**R8 048.00** per month from **January** to **October**	**R7 316.00** per month from **January** to **November**	**R80 475.00** paid **BEFORE** your son comes to hostel at the beginning of each year.
TOTAL	**R34 870.00** per term to be paid **BEFORE** your son returns to hostel each term.	**R13 948.00** per month payable **January** to October**. These must be up to date when bringing your son into the hostel each term.**	**R12 680.00** per month from **January** to November. **These must be up to date when bringing your son into the hostel each term.**	**R139 475.00** to be paid **BEFORE** boys are admitted to hostel at the beginning of each year. **A FULL TERM'S NOTICE IS REQUIRED IF A LEARNER IS LEAVING THE HOSTEL. IF THIS IS NOT SUPPLIED, A TERM'S FEES WILL BE CHARGED IN LIEU OF NOTICE**

HOSTEL PARENTS	**UNLESS YOU HAVE A STANDING DEBIT ORDER WITH THE SCHOOL, YOUR FIRST PAYMENT IS DUE BEFORE YOUR SON RETURNS TO SCHOOL IN JANUARY. PLEASE MAKE PROVISION FOR THIS.**
DAY SCHOLAR DEPOSIT	**R2 500.00** paid on acceptance plus **R14 750.00** towards school fees to be paid by 30 September 2027. **(R17 250.00 in total)**
BOARDER'S DEPOSIT	**R2 500.00** paid on acceptance plus **R35 470.00** towards school, hostel fees & laundry bags to be paid by 30 September 2027. **(R37 970.00 in total)**

BANKING DETAILS

BANK	:	FIRST NATIONAL BANK - **SON'S NAME & SURNAME AS REFERENCE**
ACCOUNT NO	:	62044061472
BRANCH CODE	:	210920
IN NAME OF	:	QUEEN'S COLLEGE BOYS' HIGH SCHOOL

For boarders, ALL fees paid will be allocated to the school fees first as per the payment procedure at Queen's College Boys' High School.
All legal action taken will automatically work according to the monthly payment procedure.
PLEASE NOTE THAT QUEEN'S COLLEGE IS DECLARED A FEE PAYING SCHOOL IN TERMS OF SECTION 39 OF THE SA SCHOOLS ACT AND IN TERMS OF SECTION 40 & 41 OF THE SAID ACT, THE SCHOOL MAY ENFORCE PAYMENT OF THESE COMPULSORY FEES.

For any queries, please contact Mrs Webber on 0458394188 ext 2255 via WhatsApp on 0632192742 or at debtors@queenscollege.co.za