



PELHAM

GUIDELINES FOR COMPLETION OF APPLICATION FORMS FOR 2025

Dear Prospective Parent

Applications for 2025 open on 1 March 2024 and close on 8 April 2024

APPLICATION IS AN ONLINE FORM WHICH CAN BE FOUND ON THE SCHOOL WEBSITE AS OF 1 MARCH 2024.

NO physical application forms will be available from the school.

Applicants are asked please to check that the following documents are completed and on hand ready to upload before starting the online application. **(Please use this checklist to assist you) :**

PARENT

1. Recent ID size photo of the Learner
2. Learner's unabridged birth certificate (certified)
3. Biological father's and mother's ID (certified)
4. Death certificate if either parent is deceased
5. If either parent's details are not available attach an affidavit explaining why not available.
6. Utility bill or Signed Lease Agreement as proof of residence (NO Councilor's letters will be accepted).
7. Bank Statement (not older than 3 months)
8. Latest School Fee Statement (2023) AND Financial Clearance Certificate from current school
9. Immunization Record
10. Declaration by Parents/Legal Guardian(s) (please print from website)
11. My Pledge to Pelham (Print from website)
12. Proof of employment for both parents
13. EMPLOYED: A certified copy of latest salary advice of BOTH parents/guardian.
14. SELF EMPLOYED: Attach a copy of bank statements reflecting the last 3 months.
15. UNEMPLOYED: Attach a letter from the Department of Labour Indicating your last date of employment and a copy of your UIF card

Please note that:

*All information must be fully completed and all requirements fully met prior to any applicant being considered for a space at Pelham. Failure to submit documents/incomplete documentation will result in delays in the processing of the documents.

*Any falsely submitted information will render the application which it accompanies, null and void.

*Places at Pelham are limited. It is strongly advised that all applicants apply at more than one school to ensure placement for 2025.

Thank you for assisting us in making our 2025 applications run smoothly. Please do not hesitate to contact (033-3861211) in order to request assistance with regard the application process.

MR N.D. HARIDASS
PRINCIPAL