



FOR OFFICE USE ONLY

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Application for admission to study at the Institute

CRITERIA

- Please complete this form in **CAPITAL LETTERS** using a black ballpoint pen.
- All relevant documentations should be attached to this application form.

SECTION A

PERSONAL DETAILS

SURNAME	Title (e.g Mr, Mrs, Miss, Ms)								
	Date of birth	D	D	M	M	Y	Y	Y	Y
FIRST NAMES	I.D. Number								
	Passport Number								
	Nationality								
	Have you registered at TBISA before?	If Yes, please write your student number.							

SECTION B

PROGRAMME OF STUDY YOU ARE APPLYING FOR (please tick)

Course Offered	Hotel Management	Professional Cookery & Culinary Arts	Human Resources Management	English Language	International Tourism	Event Management	Business Management	Tourism Management	Tourist Guiding
1st Priority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2nd Priority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SECTION C

CURRENT SCHOOL LEAVING EXAMINATION DETAILS

School Name			
School Address			
Examination Body (e.g. Western Cape, Gauteng, IEB, CIE)			

SENIOR CERTIFICATE/SCHOOL SUBJECTS TO BE WRITTEN THIS YEAR

G* Grade / Level

Subject	G*	G*	G*
1.		4.	7.
2.		5.	8.
3.		6.	9.

SECTION K

Please indicate in this section how you heard about the Tourism and Business Institute of Southern Africa. This information will be used to monitor and improve the services that we provide to applicants and prospective students.

Where have you heard about us? (please tick)

<input type="checkbox"/> Advertisement	<input type="checkbox"/> TBISA International Office
<input type="checkbox"/> Institute visit / talk with TBISA staff	<input type="checkbox"/> Friends / Family
<input type="checkbox"/> Career exhibition	<input type="checkbox"/> Others (please specify)
<input type="checkbox"/> TBISA Web Page

SECTION L

DECLARATION AND UNDERTAKINGS BY APPLICANT

- I, the undersigned have read and understood the contents of this application form and do hereby declare that to the best of my knowledge and belief, the above information is true and correct.
- I understand that should any of the information supplied be found to be falsified, incorrect or misleading, my application will be nullified.
- I undertake to abide to the Institute’s rules and policies.
- I hold myself responsible for the full payment of my fees for my chosen course. Such payment will be made on or before the due date stipulated by the Institute.
- I understand that failure to pay my fees before the due date will result in the forfeiture of my seat.
- I understand that the 50% deposit paid, so as to secure my seat at the Institute, is non-refundable.
- I understand that all fees are to be paid directly into the Institute’s Bank Account.

I hereby waive all claims against the Institute, its servants, agents or employees, for any loss suffered or damages caused, as a consequence of me being a student at the Institute, arising out of any bodily injury, illness or death suffered by me or any other person, or destruction or damage of any property belonging to me or another person however such destruction or damage is caused. Including but not limited to any loss or damage arising from any negligence, gross negligence, act or omission of the Institute, or its servants, agents, employees or any other person duly authorized to act for and on behalf of the Institute.

If you are under the age of 21, your parent or legal guardian must sign in the space provided.

I agree and consent to the information provided by the applicant and the terms of the declaration as illustrated above, made by the applicant and I consent to the applicant signing the registration form.

I hereby hold myself jointly liable with the applicant as co-debtor for all amounts due by the applicant to the Institute. I irrevocably undertake that I will not hold the Institute pliable in any capacity for any damage or loss suffered by the applicant or any other person under any circumstances.

Note: where an applicant is under the age of 21, this form must be signed together with either his / her parents and only by his / her legal guardian if the parents are deceased. If the applicant does not have either then the form is to be signed by their adult next of kin whose full details are to be provided.

<input type="text"/>	<input type="text"/>	Parent/Guardian/ Next-of-kin Information details.	
Signature of Applicant	Signature of Parent/ Guardian or Next-of-kin	Name:	
		Address:	
		Postal Code:	
		ID/Passport No.	
DATE	DATE		
D D M M Y Y Y Y	D D M M Y Y Y Y		



12 lower liesbeek avenue
 Off liesbeek parkway
 Mowbray
 Cape town
 South Africa
 7705

Tel: +27 21 448 5432/3
 Fax: +27 21 448 5434
 e-mail: info@tandbisa.co.za
www.tandbisa.co.za

SECTION M

APPLICATION FEE (PLEASE DO NOT ENCLOSE CASH)

Amount to be transferred to the Tourism and Business Institute of Southern Africa bank account is R

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per application.

Bank Details:

Account Name: Tourism and Business Institute of Southern Africa

Account Number: 4068247315

Branch Code: 630510

Bank: ABSA

Reference: PLEASE USE YOUR FULL NAME

SECTION N

CHECKLIST (please tick)

Your application will not be considered if it is incomplete or incorrect, or if the correct documentation is not attached. Please make use of this checklist.

- Have you completed all sections of this applications?
- Have you signed this form? Unsigned applications will not be considered.
- If you are under the age of 21, has your parent/legal guardian signed this application?
- Have you transferred the appropriate application fee to the corresponding bank?
- Have you filled in your correct date of birth?
- If you have attended a higher institution or any other institution, have you enclosed a certified copy of your certificate?
- Have you attached a certified copy of your ID / Passport

Please note that all relevant documents should be attached to your application form. If you have not yet obtained some of them please make reference to and state expected date(e.g. matric results). Your application form will be accepted conditionally.