



APPLICATION PROCEDURES

WHEN TO APPLY

Please apply as soon as possible to insure your enrolment in the next class.

REQUIREMENTS:

Character:

Students will be expected to live in accordance with Godly principles. This includes being punctual and attending all classes, respecting the faculty and other students and having a genuine desire to learn.

Academics:

Students must have completed grade 10

Language:

Applicants must be at least 18 years of age.

Fee:

A one-time, nonrefundable R500 application fee must be send with your application. Your application will not be processed without payment.

Completed application:

1. Application form

All questions on the application must be completed. If a question does not apply to you, write "N/A" (not applicable) in the space provided.

2. Essay Questions form

Complete this form in your own words. Your statement will be held in confidence.

3. Pastor's Recommendation

Have your current pastor write a letter of recommendation, including information about your involvement in the church and the pastor's view of your personality and spiritual maturity. If your pastor is a relative or your spouse, ask another member of the church's pastoral staff to write the letter.

4. Personal Recommendation

This form should be completed by a teacher, counselor, employer, or a friend. This person may not be a relative.

5. Proof Showing the Completing of Grade 10

Please provide a copy of your school diploma or certificate. Equivalent experience will be evaluated on a case-by-case basis.

6. Two Recent Photographs

Please include two (2) recent, passport-size photographs of yourself (head and shoulders).

7. Copy of Passport or ID. Document

Note: Please be sure to use sufficient postage when mailing application forms.

AFTER YOU APPLY:

When the Admissions office has received all forms, fully completed, and the R500 application fee, your application for admission will be evaluated. You will then be notified by the Admissions Office as to the status of your application.

Checklist for completed Application:

Please send the following in at least 4 weeks prior to your start date:

- * Completed application form
- * Completed "essay questions" form
- * Signature and date on application
- * Application fee of R500 (non-refundable) -See "Financial Sheet" available online for more Information
- * Proof showing the completion of at least Grade 10
- * 2 recent, passport-size photographs
- * Copy of passport or ID. Document
- * Personal Recommendation Form (sealed by the one filling it out)
- * Pastor's recommendation Letter (sealed by pastor)
- * Standards of progress and dress code