

FURTHER EDUCATION AND TRAINING PHASE (GRADE 10 TO 12) REGISTRATION FORM



Manual registrations: What we offer

- 1
Downloadable assessments and support services
- 2
Lesson material
(printed)
- 3
Facilitator guides
(printed)
- 4
Online tutoring and practice in certain subjects for Grade 8 - 12
- 5
Capture marks, generate reports & monitor your child's progress
- 6
Guided Learning platform in certain subjects for Grade 8 - 12

*Assessments will only be made available in an electronic format via Impaq's online portal, with the exception of Engineering Graphics and Design (EGD) and Geography Maps.

If you want to register for an individual subject, or fewer than the required number of subjects, please complete the individual subject registration form.

The registration process



Please note that a fast and effective online registration process for this and other options are available via our website. (Home Assessment options are only available online.)



1. Learner

Please note: Only one learner per form.

Language of communication Afrikaans English (English by default, if no option is selected)

Full names ID number *(required)*

Surname Type of ID SA ID Passport Other Specify Other

Title Initials Copy of ID/birth certificate attached *(compulsory)* No Yes

Gender Female Male Does not wish to specify

Date of birth / /

Ethnicity Black Coloured White Indian Asian Other Does not wish to specify

Religion Christianity Hinduism Islam Buddhism Judaism Other Does not wish to specify

Home language Have you registered with Impaq before? No Yes Student number

Physical address

Street name & number City/Town Province

Suburb Country Postal code

GPS Coordinates *(optional)* Latitude Longitude

2. Delivery method



Courier

A non-refundable delivery fee is included in the deposit: R315 in South Africa and R1 100 (VAT exempt) in Namibia. Impaq does not deliver to any other countries.

or



Collect from distributor

Collection in person or via an appointed courier can be done from our distributor in Irene, Centurion. Clients will be contacted once the parcel is available for collection.

Select **one** method of delivery:



A Courier

Physical address

Building/Complex/Farm GPS Coordinates *(optional)*

Street name & number Latitude

Suburb City/Town Longitude

Province Country RSA Namibia

Postal code



B Collect from distributor



3. Account Holder – Person responsible for payment

The Account Holder is the person/entity who undertakes to make payment of all amounts due to Impaq in respect of Impaq's provision of the Products and Services. It is the responsibility of the Account Holder to ensure that the correct information is provided to Impaq to finalise the registration. The Account Holder is also the person with whom Impaq enters into a contractual agreement. Please refer to the Ts and Cs for more information.

Full names ID number (required)
Surname Type of ID SA ID Passport Other
Title Initials
Cell number **PLEASE NOTE:**
A copy of the Account Holder's ID must be attached.
Preferred method of communication: SMS Email
Email
All financial correspondence will be sent to this email address.

Physical address
Street name & number City/Town
Suburb Country
Province Postal code

If a company/trust will be paying the account, please complete the section below

By completing and submitting this Agreement you (hereinafter referred to as the "Legal Guardian/Account Holder") are applying to be registered as a client of FutureLearn Operations (Pty) Ltd t/a Impaq, Registration Number: 2011/011959/07 (hereinafter referred to as the "Company") in order to receive the Company's products and/or services.

This Agreement applies only to the academic year.

Company information

Company name
Company VAT number
Company representative /contact person
Company contact details
Company email address

Company registration number

Company address

Street name & number
Suburb
City/Town
Country
Province Postal code

4. Legal Guardian

The Legal Guardian is the parent or guardian of a Learner; or the person who has legal custody of a Learner. This person will be responsible for ensuring compliance with the requirements of the South African Schools Act, ensuring a good standard of education, maintaining a portfolio, monitoring the learner's progress by making use of Impaq's online portal (*my.Impaq*), etc. The Legal Guardian takes responsibility for the integrity and completion of marks towards the final report. Please refer to the Ts and Cs for more information.

Is the Legal Guardian the same person as the Account Holder? No Yes – You do not need to complete this section.

Full names ID number
Surname Type of ID SA ID Passport Other
Title Initials
Cell number **SMS communication will be sent to this number.**
Important academic communication and notices will be sent to this email address.
Email

Physical address
Street name & number City/Town
Suburb Country
Province Postal code

5. Tutor linking

Please note: Impaq does not enter into an agreement with a tutor on behalf of the Legal Guardian.

Do you want to link an Impaq network tutor to this application? No Yes Tutor name Tutor code

I hereby authorise system access to the above-mentioned tutor to support me in administering/managing my child's assessments. I understand that granting this third party access to my child's profile is in support of my obligations as a home education parent and that I remain accountable for my child's education.




Signature: Account Holder/Legal Guardian

Date: / /

6. Package selection: FET Phase – Grade 10

Select content option	Cost
<input type="checkbox"/> Lesson materials (printed) + <input type="checkbox"/> Facilitator materials (printed)	R15 617

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 Please note that a fast and effective online registration process for this and other options are available via our website. (Home Assessment options are only available online.)

Other costs	
SACAI fees (compulsory)	R210 (not included in the above-mentioned prices)
Additional subjects (optional)	R2 607 per subject and R2 787 for Physical Sciences (excludes examination board registration)
Grade repeater:	No <input type="checkbox"/> Yes <input type="checkbox"/>
Where did you hear about Impaq?	<input type="text"/>

Subject selection: Grade 10

1 Select language of lesson material	<input type="checkbox"/> Afrikaans <input type="checkbox"/> English <input type="checkbox"/> (English by default, if no option is selected)	
2 Select at least one Home Language and one Additional Language	<input type="checkbox"/> English Home Language ¹ or <input type="checkbox"/> English First Additional Language ¹	and <input type="checkbox"/> Afrikaans Huistaal ¹ or <input type="checkbox"/> Afrikaans Eerste Addisionele Taal ¹
3 Compulsory subjects	<input checked="" type="checkbox"/> Life Orientation	
4 Select your Mathematics	<input type="checkbox"/> Mathematics or <input type="checkbox"/> Mathematical Literacy	
5 Select at least three elective subjects (included in package price) <i>You may select a maximum of two additional elective subjects at an extra cost.</i> <i>If the learner made a subject change, the applicable motivation and catch-up plan on page 6 must be completed.</i>	<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <input type="checkbox"/> Accounting** <input type="checkbox"/> Agricultural Sciences** <input type="checkbox"/> Business Studies <input type="checkbox"/> Dramatic Arts¹ <i>(English only)</i> <input type="checkbox"/> Physical Sciences* <i>(Requires Mathematics)</i> <input type="checkbox"/> Geography** </div> <div style="width: 30%;"> <input type="checkbox"/> Computer Applications Technology¹² or <input type="checkbox"/> Rekenaartoeëpassingstegnologie¹² <input type="checkbox"/> Economics <input type="checkbox"/> Engineering Graphics and Design** <input type="checkbox"/> Tourism <input type="checkbox"/> History </div> <div style="width: 30%;"> <input type="checkbox"/> Consumer Studies¹ or <input type="checkbox"/> Hospitality Studies¹ <input type="checkbox"/> Information Technology**¹²³ <i>(English only)</i> <input type="checkbox"/> Life Sciences** <input type="checkbox"/> Agricultural Management Practices¹ <input type="checkbox"/> Visual Arts¹ </div> </div>	

*Mathematics is compulsory for subjects marked with * and is recommended for subjects marked with ***

¹Practical assessment may involve additional costs

²MS Windows 7 or higher and MS Office 2016 and newer with MS Access is required

³Delphi 10 is required

Note: The software required for Computer Applications Technology and Information Technology is not included

Declaration: FET Phase – Grade 10

By submitting this registration form, I declare that:

Grade 10 I have familiarised myself with the rules regarding admission and subject choices contained in the **Grade 10 – 12 Critical Enrolment Information** document (available on www.impaq.co.za).

and

The learner is at the required standard to progress to Grade 10. Policy dictates that a learner must have achieved the required standards for successful completion of Grade 9 prior to entering Grade 10. In the event where a valid report is not available, the responsibility resides with me (guardian/parent) and I hereby confirm this learner's readiness and compliance with the Grade 9 standards.

Package selection: FET Phase – Grade 11

Select content option	Cost
<input type="checkbox"/> Lesson materials (printed) + <input type="checkbox"/> Facilitator materials (printed)	R15 617

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i Please note that a fast and effective online registration process for this and other options are available via our website. (Home Assessment options are only available online.)

Other costs

SACAI fees (compulsory)	R210 (not included in the above-mentioned prices)
Additional subjects (optional)	R2 607 per subject and R2 787 for Physical Sciences (excludes examination board registration)

Grade repeater: No Yes

Where did you hear about Impaq?

Subject selection: Grade 11

1 Select language of lesson material

Afrikaans English (English by default, if no option is selected)

i Remember to submit a valid **Grade 10** report card with this application.

2 Select at least one Home Language and one Additional Language

English Home Language¹
or
 English First Additional Language¹

and

Afrikaans Huistaal¹
or
 Afrikaans Eerste Addisionele Taal¹

3 Compulsory subjects

Life Orientation

4 Select your Mathematics

Mathematics or Mathematical Literacy

i Mathematics is compulsory for subjects marked with * and is recommended for subjects marked with **

5 Select at least three elective subjects

(included in package price)

You may select a maximum of two additional elective subjects at an extra cost. The subjects chosen must have been completed in Grade 10.

If the learner made a subject change, the applicable motivation and catch-up plan on page 6 must be completed.

<input type="checkbox"/> Accounting**	<input type="checkbox"/> Computer Applications Technology ¹²	<input type="checkbox"/> Consumer Studies ¹
<input type="checkbox"/> Agricultural Sciences**	or	<input type="checkbox"/> Hospitality Studies ¹
<input type="checkbox"/> Business Studies	<input type="checkbox"/> Rekenaartoevoegingstechnologie ¹²	<input type="checkbox"/> Information Technology** ¹²³ (English only)
<input type="checkbox"/> Dramatic Arts ¹ (English only)	<input type="checkbox"/> Economics	<input type="checkbox"/> Life Sciences**
<input type="checkbox"/> Physical Sciences* (Requires Mathematics)	<input type="checkbox"/> Engineering Graphics and Design**	<input type="checkbox"/> Agricultural Management Practices ¹
<input type="checkbox"/> Geography**	<input type="checkbox"/> Tourism	<input type="checkbox"/> Visual Arts ¹
	<input type="checkbox"/> History	

¹Practical assessment may involve additional costs

²MS Windows 7 or higher and MS Office 2016 and newer with MS Access is required

³Delphi 10 is required

Please note: The software required for Computer Applications Technology and Information Technology is not included

Declaration: FET Phase – Grade 11

By submitting this registration form, I declare that:

Grade 11 I have familiarised myself with the rules regarding admission and subject choices contained in the **Grade 10 – 12 Critical Enrolment Information** document (available on www.impaq.co.za).

and

The learner has successfully completed Grade 10 on the CAPS curriculum and the valid, final report is attached.

or

If registering before **January 2020** and the **final report card is not available** the learner will only be considered for **provisional approval** if a **passed Term Two report card** is submitted during registration. When the final report card is available; I accept the responsibility of submitting it to Impaq before the end of January 2020. I understand that the application will only be accepted provisionally and, should I fail to submit a final report for Grade 10, the learner's registration may be cancelled. (The Cancellation Policy will apply).

Package selection: FET Phase – Grade 12

Select content option	Cost
<input type="checkbox"/> Lesson materials (printed) + <input type="checkbox"/> Facilitator materials (printed)	R15 617

*Assessments will only be made available in an electronic format via Impaq's online portal, with the exception of Engineering Graphics and Design (EGD) and Geography Maps.

i Please note that a fast and effective online registration process for this and other options are available via our website. (Home Assessment options are only available online.)

Other costs

SACAI fees (compulsory) Total: R7 945. If CAT, IT, VIA or DRA is chosen an additional R50 per subject is added for SACAI practical examinations.

Additional subjects (optional) R2 607 per subject and R2 787 for Physical Sciences (Excludes examination board and Final Examination administration fee).

Grade repeater: No Yes

Where did you hear about Impaq?

Subject selection: Grade 12

1 Select language of lesson material

Afrikaans English (English by default, if no option is selected)

i Remember to submit the valid **Grade 10 and Grade 11** report cards with this application.

2 Select at least one Home Language and one Additional Language

English Home Language¹ or English First Additional Language¹ and Afrikaans Huistaal¹ or Afrikaans Eerste Addisionele Taal¹

3 Compulsory subjects

Life Orientation

4 Select your Mathematics

Mathematics or Mathematical Literacy

i Mathematics is compulsory for subjects marked with * and is recommended for subjects marked with **

5 Select at least three elective subjects

(included in package price)

You may select a maximum of two additional elective subjects at an extra cost.² The subjects chosen must have been taken in Grade 10 and 11.

Terms and conditions apply to a Grade 12 subject change. Due date is 15 December 2019. Send an email to fet@impaq.co.za for more information.

<input type="checkbox"/> Accounting**	<input type="checkbox"/> Geography**	<input type="checkbox"/> Hospitality Studies ¹
<input type="checkbox"/> Agricultural Sciences**	<input type="checkbox"/> History	<input type="checkbox"/> Consumer Studies ¹
<input type="checkbox"/> Business Studies	<input type="checkbox"/> Information Technology** ¹²³ (English only)	<input type="checkbox"/> Dramatic Arts ¹ (English only)
<input type="checkbox"/> Computer Applications Technology ¹²	<input type="checkbox"/> Life Sciences**	<input type="checkbox"/> Visual Arts ¹
<input type="checkbox"/> Rekenaartoevoegingstechnologie ¹²	<input type="checkbox"/> Physical Sciences* (Requires Mathematics)	<input type="checkbox"/> Agricultural Management Practices ¹
<input type="checkbox"/> Economics	<input type="checkbox"/> Religion Studies	
<input type="checkbox"/> Engineering Graphics and Design**	<input type="checkbox"/> Tourism	

¹Practical assessment may involve additional costs

²MS Windows 7 or higher and MS Office 2016 and newer with MS Access is required

³Delphi 10 is required

Please note: The software required for Computer Applications Technology and Information Technology is not included

i Where applicable, a previous Grade 12 report must also be submitted.

Declaration: FET Phase – Grade 12

By submitting this registration form, I declare that:

I have familiarised myself with the rules regarding admission and subject choices contained in the **Grade 10 – 12 Critical Enrolment Information** document (available on www.impaq.co.za).

and

The learner has successfully completed Grade 10 and 11 on the CAPS curriculum and the valid, final report is attached:

- Final Grade 10 report
- Final Grade 11 report

or, if registering before January 2020 and the final Grade 11 report card is not available the following valid reports must be attached:

- Final Grade 10 report
- Passed Grade 11 Term Two report

The learner will only be considered for provisional approval if a **passed Term Two report card** is submitted during registration. When the final report card is available; I accept the responsibility of submitting it to Impaq before the end of January 2020. I understand that the application will only be accepted provisionally and, should I fail to submit a final report for Grade 11, the learner's registration may be cancelled. (The Cancellation Policy will apply).

MOTIVATION FOR SUBJECT CHANGE 2020

Complete this page if subject changes were made between grades/terms.



All requests for subject changes in the FET Phase must be accompanied by this prescribed form, together with a copy of the latest report card. The form must be submitted with the registration form by the prescribed cut-off date per grade. Without this form, the subject change will not be considered, and the registration cannot continue. (Refer to the Critical Enrolment Information for cut-off dates and contact the FET department for statutory rules and regulations).

Full names

ID number (required)

Surname

Type of ID SA ID Passport Other

Student number

Subject/s the learner will not be continuing with in the new year/grade:

-
-

New subject/s applied for:

-
-

Choose the applicable reason for the subject change/s:

- | | |
|---|---|
| <input type="checkbox"/> Changed career path/study path | <input type="checkbox"/> Medical |
| <input type="checkbox"/> Required for further studies | <input type="checkbox"/> Impaq does not offer the subject |
| <input type="checkbox"/> Language change of subject | <input type="checkbox"/> Failing subject |
| <input type="checkbox"/> Other (attach additional motivation) | <input type="checkbox"/> Technical path to academic path |

Choose the applicable programme to be followed to catch up on the subject content for the previous term/s and/or grade/s:

- Extra classes/Tutoring
- Work through lesson material, portfolios and old question papers

Declaration

By submitting this form, I declare that:


- Impaq may not be held responsible should the learner who makes a subject change experience learning problems because of the subject change.
- Approval of any subject change is subject to Impaq's discretion, and only where the conditions above and as outlined in the Critical Enrolment Information have been met.



Signature: Account Holder/Guardian

Date: / /

7. Payment method – Section must be completed by Account Holder

 Use the five-digit student number (e.g. 21000) as payment reference

Select **one** of the three payment methods:

A **Once-off payment**

Immediate full payment as per quote.
10% discount granted on package price.
Payment must be made via EFT/bank deposit/credit card.

B **Monthly payment via EFT/bank deposit/ credit card**

Client pays monthly instalment.
Deposit of **40%** of package price required at registration (55% after 1 July 2020).
Outstanding amount charged in equal monthly instalments, as per accepted quotation.
First instalment: Month after registration (earliest January); last instalment: October.

C **Monthly Impaq-administered debit order**

Impaq sets up an automatic debit order.
Deposit of **25%** of package price required at registration (40% after 1 July 2020).
Deposit is not deducted automatically and must be paid via EFT/bank deposit/credit card.
Outstanding amount charged in equal monthly instalments, as per accepted quotation.
First instalment: Month of registration (earliest January); last instalment: October.

General terms:

- Banking details and reference used for payments must be as per quote/ invoice, or risk change in quotation.
- Payments may be made online via Impaq's payment portal.
- Credit card payments may be made at Impaq's office.
- No cheques or cash accepted.
- Payment of quotation constitutes agreement in terms of the number of instalments, the amount and the start date.
- Billing is done on the **twenty-fifth (25th)** of each month, **or the first (1st) of the following month** and payments are due on the billing date.
- Standard VAT regulations apply.
- Fees on this form are inclusive of VAT.
- The package price is the sum of the subject fee, as selected. Supplementary subject fees, delivery fees and other additional charges are non-refundable and payable with registration.
- Please note that the Account Holder's banking details must be entered as they will be held responsible for the payment of the learner's account balance.
- Please note: Examination board and examination administration fees are charged on the same terms as the package price. These fees cannot be discounted.

Select **one** payment method:

A **Once-off payment**

I prefer to do a once-off payment.



Signature: Account Holder

Date: / /

or

B **Monthly EFT/bank deposit/credit card**

 **Deposit required with registration**

I prefer to pay my account monthly. I hereby give permission that a credit check may be done, if required. I also confirm that I am responsible for the payments described.



Signature: Account Holder

Date: / /

or

C **Monthly Impaq-administered debit order**

 **Deposit required with registration**

I prefer to pay my account monthly via an Impaq-administered debit order.

General information:

- Bank charges of R120 are charged on returned debit orders.
- Accounts are debited on the **twenty-fifth (25th)** of each month, **or the first (1st) of the following month** and payments are due on the billing date.
- Where a debit order date falls on a public holiday or weekend, the amount will be recovered on the last business day preceding the weekend or public holiday.
- If the approval process is completed by the twentieth (20th) of the current month, the first debit order is raised in the current month. If not, the first payment will be the month thereafter.
- Requests for banking detail changes must be received in writing before the twentieth (20th) of the current month to change the debit order for the next month.
- The 25th will automatically be selected as default if no option is chosen.

Debit order account details

Account Holder	<input type="text"/>	Account number	<input type="text"/>
Bank	<input type="text"/>	Type of account	<input type="checkbox"/> Transmission <input type="checkbox"/> Savings <input type="checkbox"/> Cheque
Branch	<input type="text"/>	Branch code	<input type="text"/>
South African branch?	<input type="checkbox"/> No <input type="checkbox"/> Yes	Billing date	<input type="checkbox"/> The twenty-fifth (25th) <input type="checkbox"/> The first (1st) (of the following month)


I hereby request and authorise Impaq (part of FutureLearn Operations (Pty) Ltd) to deduct from my account with the above-mentioned bank (or any other bank or branch to which I may transfer my account) the monthly instalment set out above or any variable amount pertaining to this agreement and/or registration form. In the event that the payment date falls on a weekend or public holiday, I agree that the monthly instalment may be deducted on the first business day preceding the payment date. If there are insufficient funds in my account to honour the monthly instalment/s, I hereby authorise Impaq to track my account and re-present the debit order for payment as soon as sufficient funds are available in my account.

If for any reason at all the monthly instalment/s have not been deducted or have been returned unpaid, I authorise Impaq to immediately deduct from my aforementioned account any such unpaid amounts. I understand that I shall not be entitled to a refund of amounts deducted while this mandate is in force, and while the amounts are still legally owing to Impaq. I agree that this mandate may only be cancelled by myself upon provision of twenty (20) days' written notice to Impaq. Impaq may cede/assign this mandate to any third party if the agreement is also ceded/assigned to that third party. In the absence of such cession/assignment of the agreement, this mandate may not be ceded/assigned to any third party.




Signature: Account Holder

Date: / /

 Please note that the Account Holder's banking details must be entered as they will be held responsible for the payment of the learner's account balance.

8. Critical Enrolment Information

 Please read the information below before registering for Grade 10, 11, or 12. This page is a critical summary of the body of information referred to in the last paragraph.

Please note:

- A valid copy of the learner's South African birth certificate/identity document or South African study permit is required for all Grade 12 learners.
- A computer or laptop with internet access, a printer, and a reliable email address are essential for learners in the FET Phase as email is Impaq's primary means of communication. This is also important for the distribution and submission of assessment components.

PRELIMINARY APPROVAL

If a successful final report from the previous grade is not yet available (before January) the learner will only be accepted provisionally if a Term Two report card is submitted during registration. The final report card must then be sent via email to fet@impaq.co.za (before 31 January). Preliminary approval is granted at Impaq's discretion.

If the report card is invalid, not successful or not submitted in time, the registration may be cancelled. In this case, a 50% cancellation fee will be incurred for cancellations before 15 January, thereafter a 75% cancellation fee will apply.

This means that the learner will receive the books and will be able to continue with the grade but will not be resulted until the preliminary approval has been lifted. It is the parent's choice to enrol the learner with this option. When submitting the registration form before January, the parent/guardian automatically agrees to give their consent and acknowledges the risk.

SUBJECT CHANGES

- All subject changes must be approved before the quotation can be sent.
- For approval, the applicable motivation form must be completed.
- A Grade 10 learner may make a maximum of two subject changes on or before 23 June and the payment cut-off date is 30 June of the academic year.
- A Grade 11 learner may make two subject changes on or before 25 March and the payment cut-off date is 30 March of the academic year.
- Grade 12 subject changes are only allowed in exceptional circumstances and before 15 December of the Grade 11 academic year. Please contact our FET department (fet@impaq.co.za) for more information before applying.

REGISTRATION AND PAYMENT CUT-OFF DATES:

- Grade 10 and 11 applications must be submitted by 21 April 2020, and the deposit must be finalised by 28 April 2020.
- Grade 12 applications must be submitted by 18 February 2020, and the deposit must be finalised by 2 March 2020.

After the initial cut-off dates, an official term report is required, showing the learner's progress up to his/her registration at Impaq until 31 August 2020. Thereafter registrations will be reviewed on an individual basis. Additional requirements are applicable for Grade 12 registrations.

ADDITIONAL COSTS FOR GRADE 10 TO 12 INCLUDE:

- Assessment of practical tasks and orals
- Examination invigilation
- Grade 12 NSC Final Examination
- Downloading and printing of assessment components
- Remarking/Resubmission of assessment tasks
- Additional resources required for the execution of subjects

EXAMINATION REQUIREMENTS

All examinations in the FET Phase (June, November and Preliminary Examination – excluding the Grade 12 Final Examination) must be written at an approved invigilator (commissioner of oaths, assessor, qualified teacher or tutor using Impaq's products and services) according to a set timetable. It is the responsibility of the parent/guardian to nominate and pay for an invigilator.

The Grade 12 NSC Final Examination must be written at a registered SACAI examination centre, which may result in additional travelling fees. The Grade 12 NSC Final Examination cannot be written at a tutor centre.

ENSURE THAT YOU FAMILIARISE YOURSELF WITH THE DETAILED CRITICAL ENROLMENT INFORMATION ON IMPAQ'S WEBSITE (www.impaq.co.za/fet-phase-information) FOR MORE INFORMATION ON:

- Entrance examinations
- Subject requirements and changes
- Taking more than seven subjects
- Subjects taken through another institution
- Examination requirements (including invigilation)
- Grade 12 NSC Final Examination
- Marking and submission of assessment components
- Special accommodation and exemption

9. Standard Agreement Impaq (part of FutureLearn Operations (Pty) Ltd) – Terms and Conditions (1/3)

1. Impaq means FutureLearn Operations (Pty) Ltd, Registration Number: 2011/011959/07, a limited liability private company duly incorporated in South Africa, is a private company that sells educational Products and Services (which can be utilised in conjunction with private and independent services offered by third parties, such as Tutors), and which include but are not limited to educational programmes and modules, lesson material, examinations, assignments and support and administration Services (hereinafter referred to as the “Products” and “Services”).
- 1.1 For the purposes of this Agreement:
- 1.2. “Account Holder” means the account holder, as stipulated in the Application Form, who has undertaken, both in this Agreement and in the Application Form, to make payment of all amounts due to the Company in respect of the Company’s provision of the Products and Services, and can also be the Legal Guardian as defined herein;
- 1.3. “Agreement” means this Agreement read with the Application Form;
- 1.4. “Application Form” means the application form completed by the Legal Guardian/Account Holder for the purposes of this Agreement. The Application Form is linked to, and read with, the provisions of this Agreement;
- 1.5. “Company” means the entity, as stipulated in the Application Form, concluding this Agreement with the Legal Guardian/Account Holder;
- 1.6. “Company Platform” means any one or more online systems prescribed by the Company from time to time, which must be used for managing Learner records and administration;
- 1.7. “Company Policy” means any policy, regulation, rule or similar proclamation published on the Company Platform and/or communicated by the Company directly to the Legal Guardian/Account Holder in writing, regulating any aspect relating to the Company and/or the Products and/or Services. The Company Policy shall be determined by the Company from time to time in its sole and absolute discretion and such Company Policy, upon publication on the Company Platform and/or dispatch of direct written notification by the Company to the Legal Guardian/Account Holder, shall substitute and replace the parallel and/or equivalent preceding Company Policy (if any);
- 1.8. “Learner” means any learner, as stipulated in the Application Form, who is activated on the Company’s system to receive Products and/or Services;
- 1.9. “Legal Guardian” means the person, as stipulated in the Application Form, who is either (a) the parent or legal guardian of a Learner; or (b) the person who has legal custody of a Learner; or (c) the person that undertakes to perform the duties of a person who is referred to in (a) and (b);
- 1.10. “Products” means the lesson material and related products offered by the Company, from time to time, to the Legal Guardian/Account Holder and/or the public irrespective of whether same is printed or in digital format;
- 1.11. “Services” means the services offered by the Company, from time to time, to the Legal Guardian/Account Holder and/or the public;
- 1.12. “Tutor” means any individual or independent entity that has been activated on the Company’s system in order to use the Products and/or Services in the performance of private tutor services to Learners;
2. The Legal Guardian undertakes to ensure compliance with the requirements of the South African Schools Act, 84 of 1996 (as amended) (“the Act”), in particular:
 - 2.1. In terms of Section 3 of the Act, it is every Legal Guardian’s responsibility to ensure that every Learner for whom he or she is responsible attends a school once they reach the appropriate age and as such is educated and trained;
 - 2.2. In terms of Section 51 of the Act, the Legal Guardian of a Learner, of compulsory school-going age and who does not attend a public or independent school, must apply to the Head of the applicable Department of Education to register such Learner(s) to receive education at home;
 - 2.3. The education provided to the Learner will be of a standard not inferior to the standards provided by public schools;
 - 2.4. The Legal Guardian is required to ensure that the Learner’s progress is assessed in accordance with the applicable laws regulating a Learner’s education; and
 - 2.5. The Legal Guardian will also be required to comply with all other reasonable conditions set out by the Head of the applicable Department of Education. These conditions may differ in each province.
3. In the event that the Learner is not resident in the Republic of South Africa, the Legal Guardian hereby undertakes to abide by all relevant legislation and policy pertaining to the Learner’s educational requirements, as may be in effect from time to time in the Learner’s country of residence.
4. Any Application Form completed and submitted to the Company by the Legal Guardian/Account Holder shall constitute an offer to the Company, and the Agreement between the Legal Guardian/Account Holder and the Company shall be deemed to have been concluded only once such Application Form has been received and accepted by the Company at its head office. Furthermore:
 - 4.1. The Company shall not be required to provide the Legal Guardian/Account Holder with express acceptance of its offer, and the provision of any Products and/or Services shall constitute acceptance;
 - 4.2. No offer shall be considered unless the Legal Guardian/Account Holder complies with the minimum requirements set out in the Application Form, and in this regard, the Company reserves its right to refuse any offer made;
 - 4.3. This Agreement shall commence on the date of the Learner’s activation on the Company’s system and shall be valid in respect of the relevant academic year that this Agreement was concluded for, as stipulated in the Application Form;
 - 4.4. This Agreement shall subsist for the relevant academic year, unless terminated early in terms of this Agreement, and shall automatically terminate at the end of the relevant academic year. In terms of this Agreement, the academic year is deemed to end on 31 December. In the event the Company allows the Legal Guardian/Account Holder continued access to certain Products and/or Services after the end of the relevant academic year, the provisions of this Agreement shall continue to apply in respect of such access;
 - 4.5. This Agreement is not capable of being renewed and a new agreement shall be concluded in respect of each academic year.
5. The Legal Guardian/Account Holder acknowledges:
 - 5.1. The Legal Guardian/Account Holder may enter into a separate agreement with a Tutor whereby the Tutor makes use of the Products and Services, purchased by the Legal Guardian/Account Holder in terms of this Agreement, in rendering the Tutor’s own independent services;

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- 5.2. No Tutor is authorised to conclude an agreement for the provision of Products and/or the rendering of Services on the Company's behalf;
- 5.3. A Tutor may not charge or accept payment of any kind in respect of the Products and Services;
- 5.4. A Tutor's activation on the Company's system, or listing of a Tutor on the Company Platform, does not imply accreditation with the Company;
- 5.5. The Company does not regulate the services rendered by a Tutor, which are private services and independent from the Products and/or Services offered in terms of this Agreement;
- 5.6. Any agreement between the Legal Guardian/Account Holder and a Tutor shall not be construed as part of this Agreement. The Company shall not be responsible for any agreement entered into between the Legal Guardian/Account Holder and a Tutor and the relationship between the Legal Guardian/Account Holder and such Tutor will not be regulated by this Agreement.
6. The Legal Guardian/Account Holder guarantees and undertakes that:
 - 6.1. The information provided in the Application Form and in connection with this Agreement is both true and accurate, and this is a material term of the Agreement;
 - 6.2. If so requested, additional documentation required by the Company will be the original document or will be certified as a true copy of the original;
 - 6.3. He/She is fully familiar with the Company's most recent Company Policy and shall comply with any applicable Company Policy.
7. All amendments or adjustments that the Legal Guardian/Account Holder wishes to make in respect of the Learner's activation on the Company's system, must be made in writing within seven (7) calendar days of the date of signature on the Application Form. Any changes of whatsoever nature by the Legal Guardian/Account Holder in respect of the Learner's activation on the Company's system shall result in additional costs, which includes but are not limited to the administration costs stipulated in the Company Policy.
8. The Legal Guardian/Account Holder hereby confirms that the Learner complies with the prescribed guidelines for activation in terms of the chosen Company Products as set out from time to time by the Company, any external examination board or any applicable regulatory body. If the Learner fails to submit the required proof or information when requested to do so by the Company, the Company may elect to cancel the Learner's activation and the prescribed cancellation costs will apply as stipulated in the Company Policy.
9. The Legal Guardian/Account Holder is required to familiarise himself/herself with the requirements and the rules of every Product and Service that is purchased from the Company, with reference to the appropriate curriculum and subjects as well as the minimum requirements for passing the specific programme and/or subjects. The Legal Guardian/Account Holder is fully responsible for the choice of Product and Service.
10. The Legal Guardian/Account Holder takes full responsibility and liability for the application of the Products and Services that are purchased. The registration with any external examination board for the issuing of the Grade 12 Certificate, and all costs associated therewith, shall be the sole responsibility of the Legal Guardian/Account Holder unless otherwise agreed.
11. The deposit and any other monies as prescribed in the Application Form to be paid upfront, must be paid in full before any Product will be delivered or any Service rendered.
12. In the event the Legal Guardian/Account Holder hereby directs that the purchased Products are to be sent by courier (as selected) to him/her, the Legal Guardian/Account Holder is deemed to have appointed the courier supplier as his/her agent for the delivery of the Products. The Legal Guardian/Account Holder hereby indemnifies the Company against all liability should the courier supplier fail to deliver any or all of the Products and assumes responsibility to receive the Products during working hours at the address provided. The Legal Guardian/Account Holder agrees to pay the non-refundable delivery cost corresponding to the selected delivery method.
13. The Legal Guardian/Account Holder is responsible for thoroughly checking and verifying the Products from the Company within seven (7) calendar days from the date of receipt. If the content is incomplete or contains errors, the Legal Guardian/Account Holder must inform the Company accordingly in writing. If no notice is received from the Legal Guardian/Account Holder within the seven (7) day period contemplated above, the Legal Guardian/Account Holder shall be fully responsible and liable for all possible costs that may be incurred in resending Products.
14. All the Company Products remain the property of the Company until such Products have been paid for in full. It is understood that the Company is, in respect of the sale of the Products, only selling the right to utilise the intellectual property contained in any Product that it provides, and ownership of such intellectual property shall at all times remain vested in the Company.
15. It is specifically agreed that all rights whatsoever to intellectual property contained in the Company's Products and Services, whether they are capable of registration or not, and including but not limited to the Company's name, trading name, educational programmes, lesson material, examinations, assignments, logo and/or image, remain the sole property of the Company. The Legal Guardian/Account Holder acknowledges and agrees that it will be liable for any damages incurred by the Company, or alternatively a minimum amount of one hundred thousand Rand (R100 000) in the event that the Legal Guardian/Account Holder copies, reproduces or distributes the Company's Products and/or lesson material, or allows any other person to do so when under his/her supervision. The Company also reserves its right to pursue criminal charges against the Legal Guardian/Account Holder in the event of such infringement.
16. The Legal Guardian/Account Holder may cancel this Agreement within seven (7) days from the date of delivery of the Products at the nominated address, without incurring any cancellation fees, provided such Products are sent back to the Company's distributor, in the original packaging, within fourteen (14) days from the date of delivery of such Products. Any cancellation outside of the seven (7) day period shall be dealt with in accordance with the Company Policy (Changes and Cancellations) and the Legal Guardian/Account Holder will remain liable for a percentage of the package price, as well as all non-refundable costs.
17. The Legal Guardian/Account Holder acknowledges that he/she is fully responsible for all fees and costs with regard to the Products and Services ordered from, or provided by, the Company and accepts the responsibility to pay the full fees and related administration costs on/before the prescribed dates.
18. If the Legal Guardian and the Account Holder differ, the Legal Guardian and the Account Holder hereby undertake to be jointly and severally liable for the payment of all amounts that are, or will be, payable to the Company. The Account Holder may not be changed until such time as all amounts owing to the Company by the current Account Holder are paid in full.
19. The Company retains the right to cancel an application and/or to refuse to supply any Product or Service, including but not limited to access to assessments, access to the Company Platform as well as administration and support services, in the event:
 - 19.1. The Account Holder fails to make payment in terms of this Agreement; or

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- 19.2. The Account Holder owes any money to the Company in respect of a Learner's previous registration; or
- 19.3. The Legal Guardian/Account Holder is in breach of any terms and conditions of the Agreement.
20. A certificate under the hand of the financial manager of the Company or its nominee (whose appointment as such it shall not be necessary to prove) stating the indebtedness of the Legal Guardian/Account Holder to the Company in respect of all amounts due in terms of this Agreement, shall serve as prima facie proof of such indebtedness for the purpose of any legal proceedings.
21. The Company may cede or assign its rights and duties contained herein at any time to any third party without the prior consent of the Legal Guardian/Account Holder. The Legal Guardian/Account Holder may not be ceded or assigned any rights or duties obtained in terms of this Agreement without the Company's prior written consent.
22. The physical address and the email address that the Legal Guardian/Account Holder supplies in the Application Form is his/her address for the purposes of delivery of legal notices or any communication with regard to this Agreement. Any correspondence sent to the nominated address will be deemed to have been received by the Legal Guardian/Account Holder. The Company shall be entitled to affix notices to the premises, at the physical address, in the event the recipient is not present and such affixing shall be sufficient service. The Legal Guardian/Account Holder undertakes to inform the Company in writing by means of prepaid registered post, email or fax of any change of address. Such change of address shall be effective from the date of receipt of such written notice by the Company.
23. The Legal Guardian/Account Holder hereby agrees that the law of the Republic of South Africa shall govern this Agreement, and further agrees to the jurisdiction of the Magistrates' Court and acknowledges that he/she will be liable for all legal costs, including costs on an attorney-and-client scale, if the amounts due for the Products and Services are not paid timeously according to the payment method chosen in the Application Form.
24. The Account Holder hereby renounces any benefits to which it may be entitled to in law, without limiting the extent of the foregoing, the benefits of "no value received, revision of accounts, non numerata pecuniae (that no money was paid to the Account Holder), non causa debeti (that there does not exist valid grounds for the debt/s) errore calculi (that there was a mistake in the calculation of any outstanding amount), and revision of accounts", the meaning and effect of which the Account Holder understands and acknowledges that he/she is fully acquainted with.
25. No variations or amendments to this Agreement, or waiver of any rights or cancellation thereof will be valid unless placed in writing and signed by both the Legal Guardian/Account Holder and the Company, or its duly authorised representative. When interpreting this Agreement, the terms of any valid amendment or variation shall prevail.
26. No failure on the part of the Company to enforce any provision of this Agreement shall constitute a waiver of such provision or affect in any way the Company's right to require performance of any such provision at any time in the future.
27. The Company, its directors, employees, and service providers will not be responsible for any direct, indirect or consequential losses suffered by the Legal Guardian/Account Holder or Learner, including death, injury of whatsoever nature, losses of profits or data and delays, whether on the basis of contract or delict, that arise from the use of the Products and/or Services, when used as a home education product or via a Tutor or in any other manner whatsoever.
28. The Legal Guardian/Account Holder hereby consents and authorises the Company as well as the Company's nominee or agent to carry out any necessary credit checks or searches at any credit bureau or similar tracing facility, and to verify the Legal Guardian/Account Holder's personal and account details, with the purpose of establishing the Legal Guardian/Account Holder's creditworthiness and contact information. The Company retains the right to disclose relevant financial or accounting information pertaining to the Legal Guardian/Account Holder to the Tutor or to any Company agent or cessionary.
29. In this Agreement reference to one gender shall include the other gender, reference to a legal person shall include natural persons and trusts and vice versa, reference to the singular shall include the plural and vice versa.

10. Declaration

ACCOUNT HOLDER: AS NOMINATED ON PAGE 2

I, _____ (full names and surname), (ID number: _____) hereby confirm that I have read and fully understand the above terms and conditions and further that I am personally responsible for the payment of the account or any penalty cost or administration fees, as stipulated above and in the Registration Form. I bind myself to these terms and conditions.

Thus accepted and signed at _____ on this _____ day of _____ 20 _____



Signature: Account Holder

LEGAL GUARDIAN (IF NOT ACCOUNT HOLDER):

I, _____ (full names and surname), (ID number: _____) hereby confirm that I have read and fully understand the terms and conditions as stipulated above and in the Registration Form. I bind myself to these terms and conditions.

Thus accepted and signed at _____ on this _____ day of _____ 20 _____



Signature: Legal Guardian