

# NICO MALAN

HOËRSKOOL

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HIGH SCHOOL

DU PLESSISSTRAAT / STREET  
HUMANSDORP  
6300

## AANSOEK OM TOELATING VIR 2027 APPLICATION FOR ADMISSION 2027

Ek, _____ ouer/voog van _____ bevestig hiermee dat ek kennis neem van ondervermelde inligting.  _____	I, _____ parent/guardian of _____ hereby acknowledge information below.  _____
HANDTEKENING	SIGNATURE

Die toelatingproses word gedoen volgens die toelatingsbeleid van Hoërskool Nico Malan, soos voorgeskryf deur die nasionale onderwysdepartement.	The admission process is done by applying the admission policy of Nico Malan High School as prescribed by the National Department of Education.
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Hoërskool Nico Malan is 'n <b>DUBBELMEDIUM</b> skool met Afrikaans en Engels as tale van onderrig. Dit beteken <b>een klas, twee tale</b> : In dieselfde klas word meer as een taal (Afrikaans en Engels) deur dieselfde onderwyser gebruik om te onderrig. Die inhoud word afwisselend in beide tale oorgedra. Die leerder moet beide Afrikaans Huistaal en Engels Eerste Addisionele taal / Engels Huistaal en Afrikaans Eerste Addisionele taal as vak neem met aansoek om toelating. Beide tale kan ook op Huistaal vlak geneem word.	Nico Malan High School is a <b>DUAL-MEDIUM</b> school with Afrikaans and English as languages of tuition. This implies <b>one class, two languages</b> : In the same class two languages (Afrikaans and English) are used to teach by the same teacher. The content is taught alternately in both languages. The learner must take both Afrikaans Home Language and English First Additional Language or English Home Language and Afrikaans First Additional Language at time of application. Both languages can also be taken on Home Language level.
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Hoërskool Nico Malan is 'n <b>SELFOONVRYE SKOOL</b> . Na aanleiding van voortgesette gedragsprobleme waarby selfone betrokke is, en met inagneming van beskikbare inligting oor die nadelige effek van selfoongebruik, het die Beheerliggaam tydens 'n vergadering op 20 November 2025 besluit dat Nico Malan vanaf 2026 'n selfoonvrye skool sal wees. Leerders mag glad nie in besit wees van 'n selfoon of enige ander elektroniese toestel tydens skoolure (07:00 – 14:00) nie. Sluitkassies kan jaarliks by die skool gehuur word / leerder mag versoek dat selfoon vir die skooldag in kantoor gehou word. Sanksies indien leerders in besit is van 'n elektroniese toestel, byvoorbeeld 'n selfoon: - Eerste oortreding: Die toestel word ingeneem en kan slegs deur die ouer/voog by die kantoor uitgeteken word. Die leerder ontvang twee (2) detensies. - Tweede oortreding: 'n Hanteringsfooi van R250 is betaalbaar deur die ouer/voog om die selfoon by die kantoor uit te teken. - Derde en verdere oortredings: 'n Hanteringsfooi van R500 is betaalbaar deur die ouer/voog om die selfoon by die kantoor uit te teken.	Nico Malan High School is a <b>CELLPHONE-FREE SCHOOL</b> . Following ongoing behavioral offences involving cellphones, and considering the negative effects of cellphone use, the Governing Body decided at a meeting held on 20 November 2025 that Nico Malan would be a cellphone-free school from 2026 onwards. Learners may not be in possession of a cellphone or any other electronic device during school hours (07:00 – 14:00). Lockers are available for annual rental / or learner may request that phone is kept in school office. The following sanctions will apply if learners are found in possession of an electronic device, such as a cellphone: - First offence: The device will be confiscated and may only be collected by the parent/guardian from the office. The learner will receive two (2) detentions. - Second offence: A handling fee of R250 will be payable by the parent when collecting the device at the office. - Third or any further offences: A handling fee of R500 will be payable by the parent when collecting the device at the office.
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## VERPLIGTE DOKUMENTE WAT AANSOEK MOET VERGESEL

**GEEN** onvolledige aansoek sal aanvaar word nie.

Die volgende dokumente **MOET** saam met die aansoek ingehandig word:

- 
- 1 ID foto van leerder.
- Afskrif van leerder se **onverkorte ('unabridged')** geboortesertifikaat / ID dokument. *Die amptelike dokument wat volle inligting van kind en beide ouers bevat.*
- Nuutste akademiese rapport.
- Voorlopige oorplasingvorm (Graad 9 – 12)
- Geldige paspoort en studiepermit is verpligtend vir leerders wat nie in besit is van 'n Suid-Afrikaanse geboortesertifikaat of ID dokument nie.
- Afskrifte van **BEIDE** ouers/wettige voog(de) se ID dokumente (Wettige bewys van voogskap indien voog)
- In die geval waar 'n ouer oorlede is, moet 'n afskrif van die doodsertifikaat aangeheg word.
- Bewys van woonadres (bv. Munisipale rekening) van beide ouers indien nie woonagtig in dieselfde woning.

## COMPULSORY DOCUMENTATION THAT MUST ACCOMPANY YOUR APPLICATION

**NO** incomplete application will be accepted.

The following documents **MUST** be attached to the application form:

- 
- 1 ID photo of learner.
- Copy of learner's **unabridged birth certificate** / ID document. *The official document containing full details of the child and both parents.*
- Latest learner report card.
- Temporary transfer form (Grade 9 – 12)
- Valid passport and study permit is compulsory for learners not in possession of a South African birth certificate of ID document.
- Copies of **BOTH** parents'/legal guardians' ID documents (Legal documents regarding guardianship)
- In the case of a deceased parent, a copy of the death certificate is compulsory.
- Proof of residence (eg. Municipal account) of both parents if not residing at the same address.

## KOMMUNIKASIE

Kommunikasie aan ouers geskied via d6, e-pos en WhatsApp/SMS. Maak asseblief seker dat 'n **GELDIGE** en **AKTIEWE** e-posadres en selffoonnommer aan die skool deurgegee is. Indien enige kontakbesonderhede verander, moet u die skool in kennis stel.

## COMMUNICATION

Communication to parents are by means of d6, e-mail and WhatsApp/SMS. Please make sure that you provide the school with a **VALID** and **ACTIVE** e-mail address and cellphone number. Make sure you inform the school should these contact details change.



# APPLICATION FOR ADMISSION - 2027

PLEASE COMPLETE WITH A BLACK PEN

DO YOU HAVE ANY LEARNERS CURRENTLY/PREVIOUSLY IN THIS SCHOOL?

Yes  No

Name of other learner(s) : \_\_\_\_\_

## LEARNER INFORMATION

**LEARNER**

Full names: \_\_\_\_\_

Surname: \_\_\_\_\_

Preferred name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

ID number: \_\_\_\_\_

Nationality: \_\_\_\_\_

Religious denomination: \_\_\_\_\_

Gender:  Male  Female

Ethnic group: \_\_\_\_\_

Home language: \_\_\_\_\_

Preferred tuition language: \_\_\_\_\_

Dexterity:  Left  Right  Both

Learner mobile number: \_\_\_\_\_

Learner e-mail address: \_\_\_\_\_

Admission date: \_\_\_\_\_

Grade in 2027 : \_\_\_\_\_

Years in grade for 2027 : \_\_\_\_\_

Years in phase for 2027 : \_\_\_\_\_

Pre-primary education attended:  Formal  Informal  
 Other: \_\_\_\_\_

Registered for social grant:  Yes  No

Receives social grant:  Yes  No

Media consent:  Yes  No

Do you want to apply for hostel residence:  Yes  No

Name of hostel: \_\_\_\_\_

Method of transport: \_\_\_\_\_

Taxi/Bus registration number: \_\_\_\_\_

Name of driver: \_\_\_\_\_

Contact number: \_\_\_\_\_

## NEXT OF KIN INFORMATION

Name: \_\_\_\_\_

Contact number: \_\_\_\_\_

Alternative contact number: \_\_\_\_\_

Relation: \_\_\_\_\_

## OFFICE USE ONLY

Family code: \_\_\_\_\_

Register class: \_\_\_\_\_

Admission number: \_\_\_\_\_

Waiting list:  A  B

Number on waiting list: \_\_\_\_\_

ID copy:

Transfer card:

Proof of residence:

Report card:

Birth certificate:

Clinic card:

## FAMILY INFORMATION

Family status:  Both parents  Single parent - Unmarried  
 Foster care  Childrens home  Single parent - Divorced  
 Other  Re-composed  Widow/Widower

Parents deceased:  Mother  Father  None

## LEARNER HEALTH INFORMATION

Chronic diseases: \_\_\_\_\_

Allergies: \_\_\_\_\_

Medication: \_\_\_\_\_

## MEDICAL AID INFORMATION

Name: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Member number: \_\_\_\_\_

Primary member: \_\_\_\_\_

## FAMILY DOCTOR INFORMATION

Name: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Business address: \_\_\_\_\_

## INFORMATION OF PREVIOUS SCHOOL/PLAY GROUP/NURSERY

First registration of learner in Eastern Cape:  Yes  No

Learner attended school last year  Yes  No

If yes, in which Province/Country: \_\_\_\_\_

Previous school: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Province: \_\_\_\_\_

Highest grade in previous school: \_\_\_\_\_

Reason for leaving the school: \_\_\_\_\_

**DISCIPLINARY HISTORY:**

1. Has the learner been refused continuation of school attendance at any previous school?  Yes  No
2. Has any school taken disciplinary actions against the learner as result of a serious misdemeanor?  Yes  No

If so, which school: \_\_\_\_\_ Tel: \_\_\_\_\_

Please supply details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**EXTRA-MURAL ACTIVITIES IN WHICH LEARNER PARTICIPATE IN CURRENT SCHOOL:**

	X	Team / Position
Athletics		
Tennis		
Cricket		
Rugby		
Hockey		
Netball		
Gholf		
Other		

	X	Team / Position
Swimming		
Chess		
Choir		
Drama		
Debating/Public Speaking		
Cross country		
First Aid		

LEADERSHIP Position	YEAR

**EXTRA-MURAL ACTIVITIES IN WHICH LEARNER WILL BE PARTICIPATING IN NICO MALAN:**

*(Must indicate at least one activity)*

Athletics	
Tennis	
Cricket	
Rugby	
Hockey	
Netball	
Gholf	
Other	

Swimming	
Chess	
Choir	
Drama	
Debating/Public Speaking	
Cross country	
First Aid	

**BIOLOGICAL PARENT / LEGAL GUARDIAN 1 INFORMATION**

Title: \_\_\_\_\_

Full names: \_\_\_\_\_

Surname: \_\_\_\_\_

Initials: \_\_\_\_\_

Preferred name: \_\_\_\_\_

ID number: \_\_\_\_\_

Nationality: \_\_\_\_\_

Home language: \_\_\_\_\_

Marital status:  Common law marriage  Divorced  
 Engaged  Married  Separated  
 Single  Traditional marriage  Widowed

Communication:  SMS  E-mail  Mail  By hand

Comm language: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Home tel: \_\_\_\_\_

E-mail: \_\_\_\_\_

Is the learner living with this parent?  Yes  No

Residential address: \_\_\_\_\_

Postal address: \_\_\_\_\_

Occupation status:  Own Employer Professional  
 Own Employer Non-Professional  
 House wife  Part time  
 Contract worker  Pensioner  
 Student  Temporary  
 Full time  Unemployed

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Work telephone number: \_\_\_\_\_

Employer physical address: \_\_\_\_\_

**BIOLOGICAL PARENT / LEGAL GUARDIAN 2 INFORMATION**

Title: \_\_\_\_\_

Full names: \_\_\_\_\_

Surname: \_\_\_\_\_

Initials: \_\_\_\_\_

Preferred name: \_\_\_\_\_

ID number: \_\_\_\_\_

Nationality: \_\_\_\_\_

Home language: \_\_\_\_\_

Marital status:  Common law marriage  Divorced  
 Engaged  Married  Separated  
 Single  Traditional marriage  Widowed

Communication:  SMS  E-mail  Mail  By hand

Comm language: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Home tel: \_\_\_\_\_

E-mail: \_\_\_\_\_

Is the learner living with this parent?  Yes  No

Residential address: \_\_\_\_\_

Postal address: \_\_\_\_\_

Occupation status:  Own Employer Professional  
 Own Employer Non-Professional  
 House wife  Part time  
 Contract worker  Pensioner  
 Student  Temporary  
 Full time  Unemployed

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Work telephone number: \_\_\_\_\_

Employer physical address: \_\_\_\_\_

**DECLARATION BY PARENT / GUARDIAN**

I \_\_\_\_\_ (Name of Parent / Guardian) hereby declare that the information supplied in this form is true and just and that I, by way of my signature hereunder, authorise the Chairperson of the School Governing Body or his/her representative to control and confirm any of the details supplied. I am aware that should any information supplied be found not to be true, I may be liable to a criminal offence.

Signed at \_\_\_\_\_ on \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Signature of Parent / Guardian : \_\_\_\_\_

**ACCOUNTABLE PERSON'S INFORMATION** Biological Parent 1 Biological Parent 2 Other

Only if 'Other', please complete section A or B below:

**A) INDIVIDUAL**

Title: \_\_\_\_\_

Full names: \_\_\_\_\_

Surname: \_\_\_\_\_

Initials: \_\_\_\_\_

Preferred name: \_\_\_\_\_

ID number: \_\_\_\_\_

Home language: \_\_\_\_\_

Communication:  SMS  E-mail  Mail  By hand

Comm language: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Residential address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postal address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B) COMPANY / CLOSED CORPORATION / TRUST**

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Registration number: \_\_\_\_\_

Comm language: \_\_\_\_\_

Contact number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Business address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postal address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BANKING DETAILS**

Bank: \_\_\_\_\_

Branch: \_\_\_\_\_

Branch code: \_\_\_\_\_

Account type:  Cheque  Transmission  Savings

Bank account number: \_\_\_\_\_

Account holder: \_\_\_\_\_

**CONTRACT WITH SCHOOL WITH REGARDS TO PAYMENT**

Agreement between Nico Malan High School and \_\_\_\_\_ (Name of parent / guardian) with regards to the payment of school fees.

- Nico Malan High School is a Section 21 Public School (Quintel 5 fee-charging school) and may raise school fees in terms of the South African School Act (Act No. 84 of 1996) and the National Educating Policy Act (Act No. 27 of 1996) - National norms and standards of School Funding.
- As a parent/guardian you are liable to pay school fees determined in terms of Section 39 of the South African Schools Act, unless or to the extent that you have been exempted from payment in terms of the said Act.
- Even though a court has determined that another person is liable to pay the prescribed school fees, as may be included in divorce settlements orders, and / or any other appropriate court order, it remains the responsibility of all persons who meet the definition of "parent" in the South African Schools Act, to pay school fees and all "parents" are jointly and severally liable for the payment of all school fees that are charged or will be charged by the school in respect of a particular learner.
- Payment of school fees to Hoërskool Nico Malan High School will be made as follows:)  
(Please tick the applicable block with a cross)
  - A Full payment (Once-off) on or before the last date as determined during the annual parent meeting.
  - B Payment over 10 months.
  - C Alternative arrangements will be made with the School in writing at my own responsibility and initiative.
- I / We are aware of the application process for exemption of school fees for 2027 and if exemption is required, we will complete the relevant application form.
- Should you wish to appeal against a decision of the Governing body regarding the exemption from payment of school fees, you can do so at the Head of Department from the Department of Education who will at all times ensure compliance to the mentioned Acts and are obliged to follow proper legal procedures to protect the rights of both you as a parent and that of the School Governing Body.
- Should payments of school fees be in arrears, I shall be accountable for the payment of fees that may arise in the effort to collect the fees on an attorney and client scale.
- I choose the following address as my domicilium citandi et executandi for delivery or serving of any notices or pleadings.  
Residential address (Not a postal address):  
\_\_\_\_\_  
\_\_\_\_\_

9. I / We the parents / guardian of \_\_\_\_\_ undertake to honour the agreement as set out above.

Signature of Parent / Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**PERMISSION / CONSENT TO TAKE PART IN ALL ORGANISED ACADEMIC, SPORT AND CULTURE ACTIVITIES**

1. I, parent / guardian of \_\_\_\_\_ hereby give permission that he/she may participate in all academic, sport and culture activities presented by the school in an organised manner. To participate in tests conducted by the school support team with the object of improvement in school work and to identify other problems.
2. I grant permission that my child may be transported by a public bus company approved by the school management. If there is only a small group of learners that needs to be transported, parents / teachers with valid drivers licences may be asked to transport them.
3. I accept that all reasonable precautions will be taken for the safety and wellbeing of my child and that I will be held responsible for the payment of the medical and / or hospital fees if enforced upon, in case of an injury which cannot be ascribed to the responsible personnel's coarse negligence.
4. I hereby delegate my powers as parent / guardian to the Principal of the school or representative if medical or surgical treatment may be needed for my child. As far as I know, he/she is physically able to participate in any organised activities and resides in good health.
5. I confirm that all medical information supplied in the Learner Information section of this form is accurate and complete. This information may be used in case of an emergency.
6. I undertake to inform the school if any of the above information may change.
7. I hereby confirm that the school is allowed to use any photos/imagery of my child on any media platform used by the school.

Signature of Parent / Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**INDEMNITY / POLICY**

I/We the parents of/I the guardian of \_\_\_\_\_ (name of learner) indemnify unconditionally and without restriction Nico Malan High School and/or the shareholders of Nico Malan High School or any person employed by Nico Malan High School or any person acting on behalf of Nico Malan High School against any losses, claims, injury or death that may be caused to the above learner by virtue of his or her use of any of the facilities provided by Nico Malan High School.

I/We undertake to familiarise myself/ourselves with the school's entry-, language- and religious policies as well as the school's code of conduct. I/We undertake to support my/our child to obey the code of conduct and the disciplinary system of Nico Malan High School as included in the policy of the school.

Signed at \_\_\_\_\_ on \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

Signature of Parent / Guardian : \_\_\_\_\_