Theological Education by Extension College

Ministry Higher Certificates

Application Form

Please fill in an electronic application form, alternatively print and use this one

ID / Student number:

Registrations open: 01 Nov
Semester 1 closes: 05 Feb
Semester 2 closes: 31 May
No late registrations accepted

Surname:	
First Names:	
Title:	
Preferred Name:	
ID / Passport No:	
Date of Birth	
Denomination:	
Home Language:	
Cell / Mobile No:	
Work Phone:	
Fax No:	
Home Phone:	
e-mail address:	
Highest Qualification:	

Postal Address:

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You may share my details to facilitate study groups in my area: Yes / No

See: Application Process booklet & Programme Yearbook on the College website for course details

Mark one:
[ ] Higher Certificate in Christian Leadership & Management
[ ] Higher Certificate in Christian Proclamation
[ ] Higher Certificate in Christian Worship
[ ] Higher Certificate in Pastoral Care

Note:

- **Indicate your selected programme above**
- **Courses are offered in a prescribed order**
- **Any outstanding Repeats or Components will be registered first**
- **Registrations are limited to 1, 2 or 3 courses per semester**
- **Courses can be taken in 1st or 2nd semester**

Requested Courses		**A** Full payment	**C** Registration deposit	
First course				
Second course				
Third course				
Application Fee (paid once per academic year – *non-refundable*)		R 300.00		
Materials Delivery Fee (only via Courier)		R 250.00		
Total to pay to register this application				

Option C is only available for up to three courses and only to those students who honoured any prior Option C arrangements. A Debit Order Authorisation Form must be signed and the minimum deposit for each course paid. Alternatively Option A must be used for course fees.

Circle a Payment Method -- *see www.tee.co.za/payments/ for details*

ATM Deposit / EFT / Debit Order / SnapScan / Other: _____

First National Bank, Branch code: **250655**, Account Number: **62871013993**
Standard Bank, Branch: **Southdale**, Branch code: **00-64-05**, Account Number: **201075814**

My minister's Name: .....Contact number: .....

My minister's Address: .....

.....

Complete both pages of this form
Incomplete forms cannot be processed – and your application will be declined

Your Student Number or I.D. Number or Passport Number: /CmHCs

This page must be completed and signed or we cannot process your application.

The Department of Higher Education & Training requires the following statistical information: *Please circle your response in each block*	**Equity Status**	**Citizen Resident Status**	**Socio-Economic Status**
Nationality South Africa Angola Botswana Lesotho Malawi Mauritius Mozambique Namibia Seychelles Swaziland Tanzania Zaire Zambia Zimbabwe Rest of Africa Asia Australia / Oceania Europe North America South / Central America Other	Black – African Black – Coloured Black – Indian/Asian White Other	South Africa Dual (SA + other) Permanent Resident Other	Employed Unemployed – seeking work Not working – not looking Home-maker – not working Pensioner / Retired – not working Not working – disabled Not working – no wish to work
	Home Language Afrikaans English isiNdebele sePedi seSotho seTswana siSwati tshiVenda isiXhosa xiTonga isiZulu Other	**Province** Western Cape Eastern Cape Northern Cape Free State KwaZulu Natal North West Gauteng Mpumalanga Limpopo SA National Outside SA	**Disability Status** Sight – even with glasses Hearing – even with a hearing aid Communication – talk / listen Physical – move / stand / etc Intellectual – learning / etc Emotional Multiple Disabled but unspecified None

Study Material will be delivered via Courier

Note: You pay a fixed courier fee with your application, but the actual Courier cost will be charged to your student account.

PHYSICAL Address for courier delivery:
(*Someone needs to be present and sign for the delivery, it doesn't have to be you*)

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For your application to succeed to you need to supply all the required documents together – including your proof of payment as well as a copy of the qualification that satisfies the programme entrance requirements

Checklist:

New students / or starting a new programme	√
Proof of payment	
Debit Order authorisation form	
Original certified copy of ID / Passport	
Original certified copy of Grade 12 certificate (OR equivalent)	

Declaration & Undertaking

By submitting an application to study you undertake to comply with the Rules and Regulations of TEE College. Any default on your part will result in the action detailed in the Yearbook and in the Rules, Regulations & Policies booklet.

Further, you accept responsibility for settling your student account, including honouring any Option C instalment due dates (overdue amounts become an Incidental Credit Agreement under the National Credit Act (34 of 2005)).

_____ _____
Print name & surname Student's signature

_____
Date

Deposit fees and submit registration documents BEFORE the closing date.

WEB www.tee.co.za – for documents and information

COURIER registration forms to:
167 Delphinium street, Brackenhurst, 1452, Alberton, South Africa
(only call to confirm after 5 working days)

FAX registration forms to:
086 574 9998
(only call to confirm after 3 working days)

EMAIL to admin@tee.co.za for queries & information

CALL on 011 683 3284 for queries
9 am to midday & from 1pm to 3 pm
Monday to Friday