

FOUNDATION PHASE (GRADE R TO 3) INDIVIDUAL SUBJECT REGISTRATION FORM



Manual registrations: What we offer on this form

- 1**
Assessment and support services
- 2**
Learner materials (Printed)
- 3**
Facilitator guides (Printed or e-books)
- 4**
Online tutoring and practice
- 5**
Capture marks, generate reports & monitor a learner's progress
- 6**
Guided learning platform

If you want to register for a full grade package, consisting of all the required subjects to progress to the next grade, please complete the full programme registration form.

The registration process:

Please note that an online registration process for this and other options is available on our website (www.impaq.co.za).



1. Learner Take 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) Yes No

Cell number Date of birth

Email

Have you registered with Impaq before? No Yes Student number

Physical address

Street City/Town Province

Suburb Country Postal code

GPS Coordinates (optional) Latitude Longitude

2. Delivery method – Printed material format

- Courier** A non-refundable delivery fee is included in the deposit: R290 in South Africa and a R1000 (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 Required when registering with an Impaq network tutor, if collection not selected. Same as physical address

Physical address

Building/Complex/Farm GPS Coordinates (optional) (Decimal degree format)

Street Latitude

Suburb City/Town Longitude

Province Country RSA Namibia

Postal code

B Collect from distributor



6. Package selection: Foundation Phase – Grade R to 3

Choose package option (select one)

Select content option	Single subject cost	Optional	Single subject cost
<input type="checkbox"/> Lesson materials (printed) + <input type="checkbox"/> Facilitator materials (printed)	Gr R: R3 476 Gr 1 – 3: R1 389	<input type="checkbox"/> Facilitator electronic (optional)	Gr R: R54 Gr 1 – 3: R54

or

<input type="checkbox"/> Lesson materials (printed) + <input type="checkbox"/> Facilitator materials (electronic)	Gr R: R2 190 Gr 1 – 3: R1 163
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Please note that an online registration process for this and other options is available on our website (www.impaq.co.za).

*First option by default, if no option is selected.

Additional costs: Learner aids are included as part of the electronic facilitator option and requires high volumes of printing at own cost.

The electronic facilitator option requires the following software specifications: The e-reader works on three platforms iOS, Android and Universal Windows Platform (UWP). For UWP our users require a version of Windows 10 or newer. iOS tablets and mobiles support iOS version 10 – 11.3. Android tablets and mobiles support version 5.1 Lollipop till 8.1 Oreo.

Grade repeater: No Yes

Where did you hear about Impaq?

Grade and subject selection: Foundation Phase – Grade R to 3

Select language of lesson material Afrikaans English (English by default, if no option is selected)

Grade R	Grade 1	Grade 2	Grade 3
<input type="checkbox"/>	English Home Language <input type="checkbox"/>	English Home Language <input type="checkbox"/>	English Home Language <input type="checkbox"/>
	English First Additional Language <input type="checkbox"/>	English First Additional Language <input type="checkbox"/>	English First Additional Language <input type="checkbox"/>
	Afrikaans Huistaal <input type="checkbox"/>	Afrikaans Huistaal <input type="checkbox"/>	Afrikaans Huistaal <input type="checkbox"/>
<input checked="" type="checkbox"/> Learn and do	Afrikaans Eerste Addisionele Taal <input type="checkbox"/>	Afrikaans Eerste Addisionele Taal <input type="checkbox"/>	Afrikaans Eerste Addisionele Taal <input type="checkbox"/>
	Mathematics <input type="checkbox"/>	Mathematics <input type="checkbox"/>	Mathematics <input type="checkbox"/>
	Life Skills <input type="checkbox"/>	Life Skills <input type="checkbox"/>	Life Skills <input type="checkbox"/>
Bible Education <input type="checkbox"/>	Bible Education <input type="checkbox"/>	Bible Education <input type="checkbox"/>	Bible Education <input type="checkbox"/>

7. Tutor linking

Take note: Impaq does not contract with tutors directly.


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 centre 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/Guardian

Date: / /

8. 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 2019).
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 2019).
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 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.

Select **one** payment method:


A **Once-off payment**

I prefer to do a once-off payment.

_____ Date: / /

Signature: Account holder

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.

_____ Date: / /

Signature: Account holder

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 R110 are charged on returned debit orders.
- Accounts are debited on the twenty-fifth (25th) of each month, with reference FLO
- 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.
- Request 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

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"/> Yes <input type="checkbox"/> No		

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.

_____ Date: / /

Signature: Account holder

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, study material, examinations, assignments and support and administration Services (hereinafter referred to as the “Products” and “Services”).
2. For the purposes of this agreement:
 - 2.1. “Tutor”: shall mean any individual or independent entity that has been activated on the Impaq system in order to use the Products and/or Services in the performance of private tutor services to Learners;
 - 2.2. “Account Holder”: shall mean the person who has undertaken, both in this agreement and in the Registration Form, to make payment of all amounts due to Impaq in respect of Impaq’s provision of the Products and Services, and can also be the Legal Guardian as defined herein;
 - 2.3. “Registration Form”: shall mean the Registration Form completed by the Legal Guardian/Account Holder for the purposes of this agreement. The Registration Form is linked to, and read with, the provisions of this agreement;
 - 2.4. “Impaq Policy”: shall mean any policy, regulation, rule or similar proclamation regulating any aspect relating to Impaq and/or the Products and/or Services. The Impaq Policy shall be determined by Impaq, from time to time in its sole and absolute discretion and upon publication on the Impaq portal shall substitute and replace the parallel and/or equivalent preceding Impaq Policy (if any). The Impaq Policy is available on the Impaq portal and incorporated herein by reference;
 - 2.5. “Learner”: shall mean any Learner who is active on the Impaq system to receive Products and/or Services;
 - 2.6. “Legal Guardian”: shall mean (a) the parent or 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);
3. 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:
 - 3.1. 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;
 - 3.2. 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; and
 - 3.3. The education provided to the Learner will be of a standard not inferior to the standards provided by public schools;
 - 3.4. The Legal Guardian is also required to ensure that the Learner’s progress is assessed in accordance with the applicable laws regulating a Learner’s education; and
 - 3.5. 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.
- 3.6. 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 Registration Form completed and submitted to Impaq by the Legal Guardian/Account Holder shall constitute an offer to Impaq, and the agreement between the Legal Guardian/Account Holder and Impaq shall be deemed to have been concluded only once such Registration Form has been received and accepted by Impaq at its head office. Furthermore:
 - 4.1. Impaq 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 Registration Form, and in this regard, Impaq reserves its right to refuse any offer made;
 - 4.3. The agreement shall subsist for a period of one (1) academic year (determined in terms of Impaq’s academic calendar) from the date of the Learner’s activation on the Impaq system, after which the agreement will expire and the Account Holder/Legal Guardian may conclude a new agreement with Impaq.
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;
 - 5.2. No Tutor is authorised to conclude an agreement for the provision of Products and/or the rendering of Services on Impaq’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 Impaq system does not imply accreditation with Impaq;
 - 5.5. Impaq 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. Impaq 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 Registration Form is both true and accurate, and this is a material term of the agreement;
 - 6.2. If so requested, additional documentation required by Impaq will be the original document or will be certified as a true copy of the original;
 - 6.3. He/she is fully familiar with Impaq’s most recent Impaq Policy and shall comply with any applicable Impaq Policy.

9. Standard Agreement Impaq (part of FutureLearn Operations (Pty) Ltd) – Terms and Conditions (2/3)

7. All amendments or adjustments that the Legal Guardian/Account Holder wishes to make in respect of the Learner's activation on the Impaq system must be made in writing within seven (7) calendar days of the date of signature on the Registration Form. Any changes of whatsoever nature by the Legal Guardian/Account Holder in respect of the Learner's activation on the Impaq system shall result in additional costs, which includes but are not limited to the administration costs stipulated in the Impaq Policy.
8. The Legal Guardian/Account Holder hereby confirms that the Learner complies with the prescribed guidelines for activation in terms of the chosen Impaq Products as set out from time to time by Impaq, any external examination board or any applicable regulatory body. If the Learner fails to submit the required proof when requested to do so by Impaq, Impaq may elect to cancel the Learner's activation and the prescribed cancellation costs will apply as stipulated in the Impaq 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 Impaq, 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.
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 Registration 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 appropriate 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 Impaq 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 Impaq 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 Impaq 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 Impaq Products remain the property of Impaq until such Products have been paid for in full. It is understood that Impaq 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 Impaq.
15. It is specifically agreed that all rights whatsoever to intellectual property contained in Impaq's Products and Services, whether they are capable of registration or not, and including but not limited to Impaq's name, trading name, educational programmes, study material, examinations, assignments, logo and/or image, remain the sole property of Impaq. The Legal Guardian/Account Holder acknowledges and agrees that it will be liable for any damages incurred by Impaq, or alternatively a minimum amount of one hundred thousand Rand (R100 000.00) in the event that the Legal Guardian/Account Holder copies, reproduces or distributes Impaq's Products and/or lesson material, or allows any other person to do so when under his/her supervision. Impaq 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 Impaq'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 Impaq 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 provided by Impaq 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 Impaq. The Account Holder may not be changed until such time as all amounts owing to Impaq by the current Account Holder are paid in full.
19. Impaq 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 *my.Impaq* portal 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
 - 19.2. The Account Holder owes any money to Impaq 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 Impaq or its nominee (whose appointment as such it shall not be necessary to prove) stating the indebtedness of the Legal Guardian/Account Holder to Impaq in respect of all amounts due in terms of this agreement and the Registration Form, shall serve as prima facie proof of such indebtedness for the purpose of any legal proceedings.
21. Impaq, and any of its duly authorised representatives, may cede or assign the rights contained herein at any time to any third party without the prior consent of the Legal Guardian/Account Holder. The rights obtained by the Legal Guardian/Account Holder in terms of this agreement may not be ceded or assigned without Impaq's prior written consent.
22. The physical address and the email address (if any) that the Legal Guardian/Account Holder supplies in the Registration Form is his/her address for the purposes of delivery of legal notices or any communication with regard to this agreement. The Legal Guardian/Account Holder undertakes to inform Impaq in writing by means of prepaid registered post, email or fax of any change of address. Impaq shall be entitled to affix notices to the physical premises in the event the recipient is not present and such affixing shall be sufficient Service.
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 Registration Form.

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

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 Impaq, 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 Impaq to enforce any provision of this agreement shall constitute a waiver of such provision or affect in any way Impaq’s right to require performance of any such provision at any time in the future.
27. Impaq, 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 Impaq’s 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 Impaq as well as Impaq’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. Impaq retains the right to disclose any of the financial or accounting information pertaining to the Legal Guardian/Account Holder to the Tutor or to any Impaq 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.

Declaration

ACCOUNT HOLDER:

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 _____

