



SCHOOL OF DESIGN

Skills Course Enrolment Form 2011

Section A: Personal information of Applicant				
Surname			Title	
Full names				
Identity Number			Gender	M F
Postal Address				
Residential Address				
Home tel.	code		Work	code
Fax no	code		Mobile	code
E-mail address				

Section B: Course information				
✓	Course	Course Code	Registration requirements	Tuition fee
	2D AutoCAD	S-2D I	Basic computer literacy	R2, 200.00
	3D AutoCAD	S-3D I	Proficient in 2D AutoCAD	R2, 200.00
	Adobe Illustrator I	S-AI I	Basic computer literacy	R2, 200.00
	Adobe Photoshop I	S-AP I	Basic computer literacy	R2, 200.00
	Building Construction I	S-BC I	No minimum requirements	R3, 300.00
	Contemporary Studies I	S-CS I	Basic research skills	R3, 500.00
	Council Submission I	S-CSUB I	Basic draughting skills	R3, 900.00
	Detail Design I	S-DD I	No minimum requirements	R2, 000.00
	Detail Design II	S-DD II	DD II or industry experience	R3, 300.00
	Detail Design III	S-DD III	DD III or industry experience	R3, 500.00
	History I	S-HS I	No minimum requirements	R3, 300.00
	History II	S-HS II	Basic research skills	R3, 300.00
	Materials I	S-M I	No minimum requirements	R3, 200.00
	Materials II	S-M II	Basic research skills	R3, 300.00
	Practical Interior Design I	S-PID I	Basic draughting skills	R19, 500.00
	Practical Interior Design II	S-PID II	PID I or industry experience	R18, 200.00
	Practical Interior Design III	S-PID III	PID II or industry experience	R20, 000.00
	Professional Practice I	S-PP I	PID I or industry experience	R3, 300.00
	Professional Practice II	S-PP II	PP I or industry experience	R3, 500.00
	Sketching I	S-S I	No minimum requirements	R2, 000.00
	Sketching II	S-S II	SI or basic sketching skills	R2, 000.00
	SketchUp I	S-SU I	Basic computer literacy	R2, 200.00
	Technical Drawing I	S-TD I	No minimum requirements	R4, 500.00
	Technical Services I	S-TS I	M I or industry experience	R3, 300.00
SUB-TOTAL				
REGISTRATION FEE				R 750.00
GRAND TOTAL				

Section C: Payment Information	
<p>Payments</p> <ul style="list-style-type: none"> • A registration fee of R750 is payable on application. Please note that no application will be processed without payment. • 50% of the Tuition fee is payable on commencement of the course, the balance is due by the 31st of July. Except for PID I/II/III which can be paid quarterly (01 February, 01 April, 01 July, 01 September) • Please note that learners will not be permitted to attend classes if any fees are outstanding. • See Skills Course handbook for additional fees & charges 	<p>Banking Details</p> <p>Account name: BHC School of Design (Pty) Ltd Bank: First National Bank Account number: 50240051818 Branch: Sea Point (201809) Reference: [Your Name] [Course code, see previous page]</p> <p><i>Please fax or e-mail your proof of payment with your application form.</i></p> <p>Fax number: (021) 44 77 2 88 OR E-mail: info@designschool.co.za</p> <p>Payments can be made by cash, cheque, debit order or EFT. <i>Please note that credit card payments are not accepted.</i></p>

Section D: Terms & Conditions
<ul style="list-style-type: none"> • The learner must comply with the Rules and Regulations of BHC School of Design (Pty) Ltd and ensure the highest possible standard of conduct at all times. • BHC School of Design (Pty) Ltd reserves the right to decline an application without furnishing an explanation. • The registration fee is non-refundable, unless the application was unsuccessful. Registered learners are liable for full course fees. • Private tuition can be arranged at an additional fee per lecture per learner. Dates and times will be organized and confirmed by the lecturer involved. • All learners enter the premises of BHC School of Design (Pty) Ltd at own risk. • The learner will be liable for any damaged caused to any of the college property. • Course dates may change due to enrolment numbers or holidays. <p><i>See Skills Course handbook for additional terms & conditions.</i></p>

Section E: Marketing		
<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Where did you hear about BHC School of Design?</td> <td></td> </tr> </table>	Where did you hear about BHC School of Design?	
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Section F: Checklist
Please ensure that you have included all documentation required.
<input type="checkbox"/> Completed application form
<input type="checkbox"/> Application portfolio (for PID I only)
<input type="checkbox"/> Certified copy of ID document (Identification page)
<input type="checkbox"/> Proof of residential address
<input type="checkbox"/> Registration fee of R750

I have read and I do agree with the terms and conditions.

SIGNED: APPLICANT	Date	COURSE FEE

Please note: Processing of Application takes approximately 7 working days

OFFICE USE ONLY	
<input type="checkbox"/>	Application form completed in full
<input type="checkbox"/>	All documents have been attached
<input type="checkbox"/>	Registration fee has been paid
<input type="checkbox"/>	Registration details have been recorded in ICAS
<input type="checkbox"/>	Invoice has been generated