



**EDUCATION
EVOLUTION**
TUTOR SUPPORT CENTER

APPLICATION FORM

REMEMBER TO RETURN THE FOLLOWING WITH THIS APPLICATION FORM:

Copy of official unabridged birth certificate	
ID size photo attached on cover page	
Latest school report	
Copy of both parent's/guardian's ID documents	
Proof of residential address	
Proof of payment for application fee of R1000 (new learners)	
Testimonial	

Learner's ID photo

FOR OFFICE USE ONLY

Date received: _____

All documents received: _____

Signature: _____

APPLICATION INFORMATION

SECTION A

<u>PARTICULARS OF LEARNER</u>			
SURNAME:			
FIRST NAME/ S:			
GENDER:			
YEAR APPLYING FOR:		GRADE APPLYING FOR:	
HOME LANGUAGE:			
ID NO:		AGE:	
<u>EDUCATIONAL HISTORY</u>			
CURRENT SCHOOL:			
DISCIPLINARY HISTORY:	<input type="checkbox"/> SUSPENSION	<input type="checkbox"/> EXPLUSION	<input type="checkbox"/> NONE
BARRIERS TO LEARNING/ANY AREAS OF CONCERN:			

SECTION B

<u>PARTICULARS OF PARENT/GUARDIAN</u>		
	FATHER/ GUARDIAN	MOTHER/ GUARDIAN
SURNAME:		
NAME:		
ID NUMBER:		
OCCUPATION:		
NAME OF EMPLOYER:		
RESIDENTIAL ADDRESS: <i>(domicilium citandi et executandi)</i>		

<u>CONTACT INFORMATION:</u>		
TELEPHONE:	(H) (W)	(H) (W)
CELL PHONE NUMBER:		
EMAIL ADDRESS:		

<u>MARITAL STATUS:</u>	<input type="checkbox"/> MARRIED	<input type="checkbox"/> DIVORCED	<input type="checkbox"/> SINGLE
MARRIAGE TYPE:			
If divorced, which parent has custody of the child:			
Do any of your biological children attend Education Evolution Academy?:			Which grade?:

<u>MEDICAL INFORMATION:</u>	
NAME OF MEDICAL AID:	
MEDICAL AID NUMBER:	
MAIN MEMBER:	
Is your child on any medication?	
If 'YES' please specify:	
In the event of hospitalisation, please indicate private or provincial hospital of choice:	
FAMILY DOCTORS NAME:	
CONTACT NUMBER:	

<u>NEXT OF KIN/EMERGENCY CONTACT PERSON (<i>Other than parent</i>)</u>	
SURNAME:	
NAME:	
RELATIONSHIP TO LEARNER:	
TELEPHONE NUMBER:	
ADDRESS:	

SECTION C

<u>BILLING INFORMATION</u>	
PERSON RESPONSIBLE FOR PAYMENT:	
CONTACT NUMBER:	
EMAIL ADDRESS:	
ADDRESS:	

<u>BANKING DETAILS:</u>	
BANK:	FNB
ACCOUNT NAME:	NORWOOD INSTITUTE OF EDUCATION
BRANCH NUMBER:	250655
ACCOUNT NUMBER:	62928295147
REFERENCE:	STUDENT NAME

THE BANKING DETAILS STIPULATED ABOVE ARE TO BE UTILISED FOR PAYMENT OF THE ADMISSION FEE OF R1000.

Please email proof of payment to info@eduevolution.co.za

<u>DECLARATION:</u>	
I hereby certify that the above information provided is to the best of my knowledge and is true and correct.	
NAME OF PARENT/LEGAL GUARDIAN:	
SIGNATURE:	
DATE:	

Subject choice form for Grade 10

Name of learner:

COMPULSORY SUBJECTS: English, Afrikaans, Mathematics, Life Orientation

Table 1:

Indicate 1 subject from table 1

Physical Science	
Business Studies	

Table 2:

Indicate 1 subject from table 2

Life Sciences	
Economics	

Table 3:

Indicate 1 subject from table 3

Accounting	
History	
Geography	

Subject choice form for Grade 11

Name of learner:

COMPULSORY SUBJECTS: English, Afrikaans, Life Orientation

Table 1:

Indicate 1 subjects from table 1

Accounting	
History	
Geography	

Table 2:

Indicate 1 subjects from table 2

Tourism	
Life Sciences	
Economics	

Table 3:

Indicate 1 subject from table 1

Mathematics	
Mathematical Literacy	

Table 4:

Indicate 1 subject from table 1

Business Studies	
Physical Sciences	

Subject choice form for Grade 12

Name of learner:

COMPULSORY SUBJECTS: English, Afrikaans, Life Orientation

Table 1:

Indicate 1 subject from table 1

Mathematics	
Mathematical Literacy	

Table 2:

Indicate 1 subject from table 2

Physical Science	
Business Studies	

Table 3:

Indicate 1 subject from table 3

Accounting	
History	
Tourism	

Table 4:

Indicate 1 subject from table 4

Life sciences	
Geography	

ANNEXURE A

TERMS AND CONDITIONS OF ADMISSION

Acknowledgement and Acceptance

If or when your child is accepted at Education Evolution Tutor Support Centre, you as the parent/guardian hereby acknowledge and accept the following rules, regulations, terms, and conditions as outlined in this document. These form part of the agreement between the school and the parent/guardian and are binding for the duration of the learner's enrolment.

Learner's Full Name: _____

Parent/Guardian Full Name: _____

Parent/Guardian Signature: _____

Vision Statement

At Education Evolution Tutor Support Centre, we envision a world where every learner is empowered to grow with confidence, compassion, and curiosity. We strive to nurture lifelong learners who actively contribute to society with respect, empathy, tolerance, inclusion, and excellence.

Mission Statement

Our mission is to create an inclusive, stimulating, and nurturing environment where every child can discover their potential. We aim to:

- Provide high-quality, differentiated learning programs aligned with the South African curriculum, delivered across four structured terms each year.
- Foster a culture of respect, empathy, and acceptance of individual differences.
- Support learners with evidence-based practices, engaging resources, and professional expertise.
- Build strong partnerships with families and communities to enrich the learning journey.
- Encourage creativity, critical thinking, and personal growth so that every learner thrives academically, socially, and emotionally.

We believe in:

- Creating a safe, friendly, and joyful school community.
- Valuing and celebrating diversity, individuality, and cultural richness.
- Upholding fairness, transparency, and equity in all teaching and assessment practices.
- Ensuring open, respectful communication with parents, learners, and staff.

- Using evidence-based teaching strategies to monitor progress and meet the needs of every learner.
- Committing to continuous improvement, professional growth, and innovation.
- Encouraging resilience, empathy, and excellence in every learner.

Curriculum

Our curriculum, in conjunction with Impaq, holistically nurtures the academic, social, emotional, and creative development of every child. Rooted in the South African CAPS framework and enriched with innovative global practices, our curriculum provides:

- Differentiated learning pathways tailored to individual strengths and needs.
- Inclusive teaching practices to support learners with diverse abilities and learning styles.
- Inquiry-based learning to inspire curiosity, problem-solving, and critical thinking.
- Enrichment opportunities through arts, sports, technology, and community outreach.
- Values-driven education that instils empathy, respect, responsibility, and leadership.

Education Evolution Tutor Support Centre follows a four-term calendar, ensuring learners receive structured, balanced, and progressive learning throughout the year.

Our goal is not only to achieve academic success but also to raise compassionate, confident, and socially responsible citizens.

General Code of Conduct

At Education Evolution Tutor Support Centre, we are guided by respect, empathy, and responsibility. Every member of our school community is expected to:

- **Respect Yourself and Others**
 - Treat everyone with kindness, fairness, and dignity.
 - Celebrate differences and embrace inclusion.
- **Respect Learning**
 - Approach each learning opportunity with curiosity and commitment.
 - Take responsibility for your own progress and success.
- **Respect the Environment**
 - Care for tutor centre property, classrooms, and shared spaces.
 - Act responsibly towards nature and the community.
- **Promote a Safe and Positive Tutor Culture**
 - Use respectful language and actions at all times.
 - Resolve conflicts peacefully and seek help when needed.
- **Lead with Integrity**
 - Be honest, accountable, and responsible in words and actions.
 - Strive to set a positive example for others.

Together, we commit to building a community where every learner feels safe, valued, and inspired to achieve their fullest potential.

Tutor Centre Hours

Learners are expected to arrive on time and attend school daily in accordance with the following schedule:

- Grades 10 – 12
 - Monday to Thursday: 07h45 – 13h30
 - Friday: 07h45 – 11h45
- Learners may not be dropped off before 07h30 in the morning, as no formal supervision is provided before this time.
- Learners must be collected no later than 15 minutes after the stipulated dismissal time. The tutor centre cannot take responsibility for learners who remain on the tutor centre premises beyond this time.
- Parents/guardians are responsible for ensuring punctual drop-off and pick-up of learners. The tutor centre cannot be held responsible for learners who arrive before official tutoring starting times or remain on the grounds after dismissal.

Tutoring Fees

- **Application Fee:**
 - A non-refundable application fee of R1,000.00 is required.
 - The application will not be processed without this fee.
- **Acceptance and Deposit:** Once an application has been accepted and approved, a once-off refundable deposit is due to secure the learner's place within the academic year.
 - The deposit amount is equivalent to 2 months of tutoring fees.
 - If you intend to remove your child from the tutor centre, 1 term's written notice is required. If this notice is not provided, the deposit will be forfeited automatically.
 - Deposits cannot be used to offset outstanding tutoring fees.
- **Payment of Fees:**
 - Fees are due on the 1st of every month.
 - Fees are payable via debit order or EFT over 10 months.
 - If fees are paid upfront before 31st January, parents are eligible for a 5% discount.
 - Siblings are entitled to a 5% discount.

- In the event that fees remain unpaid for a period of 2 months, the school reserves the right, at its discretion, to suspend or withhold the learner's continued enrolment in the academic programme until all outstanding amounts have been settled or fee arrangements have been made with the school.

- **Banking Details and Fee Schedules:**

- The full fees schedule is available on our website at www.eduevolution.co.za.

Norwood Institute of Education
Bank: First National Bank
Account number: 62928295147
Branch Code: 250655
Reference: (Your child's name & surname)

Textbooks and Stationery

Textbooks:

- Textbooks are the private property of the learner once purchased.
- If a textbook is misplaced, it is the responsibility of the parent to acquire a new textbook.

Stationery:

- The stationery list is available on our website for easy reference if parents wish to purchase independently.
- Alternatively, parents may pay the tutor centre, and the full stationery pack will be delivered to the tutor centre for their children within 7 working days.
- All notebooks, textbooks, and day-to-day stationery must be clearly labelled from the onset.
- When making payments for stationery, the following reference must be used: learner name + grade + stationery.

Multiform

All learners are required to adhere to the Education Evolution Tutor Support Centre dress code:

- Multiform: Strictly black/white/grey bottoms (pants, skirts, or shorts) and plain white/black/grey tops.
- Shoes: Plain black, plain white, or a combination of black and white.
- No branded clothing or visible logos are permitted.
- Multiform must be clean, neat, and worn with pride at all times.

The tutor centre reserves the right to request a learner to correct their attire if it does not meet the required standard.

Practice work

Learners at Education Evolution Tutor Support Centre receive practice work daily to reinforce daily learning. Math, English, and Afrikaans require daily attention, while practice work in other subjects may be assigned with days in between for completion. However, we strongly encourage learners to complete all work on the same day it is assigned to maintain consistency and support effective learning.

Assessments, Projects, and Examinations

All tasks, assessments, and projects that contribute to a learner's academic marks are the responsibility of the learner, together with the support of their tutors.

- Tests and Examinations: Tests and exams will be conducted on the dates and times specified by SACAI which is available on the Optimi portal.
- Missed Assessments: If a learner is unable to complete a test, exam, or project on the stipulated date provided by SACAI, a doctor's note is required. It is up to SACAI regarding a decision for the rewrite or resubmission of the missed assessment.

Safety and Security

- For the safety of all learners and staff, parents/guardians are not permitted on the tutor centre premises without a pre-arranged and confirmed meeting.
- If a parent/guardian needs to drop off something for the learner during the day, parents/guardians must message the learner's respective tutor to arrange for collection at the gate.
- If someone other than the parent/guardian is collecting a learner, the tutor centre must be notified prior to dismissal. The following information is required in writing:
 - Full name and surname of the person collecting.
 - Vehicle make, model, and registration number.
 - Contact number of the person collecting.
- The authorised person must present a valid ID document at the time of collection for verification purposes. Learners will not be dismissed without this confirmation and verification.
- Parents/guardians are responsible for informing the authorised person of these requirements prior to collection.

Medical administration

- Every learner must have a completed medical form on file in the administration office. Failure to provide this may result in delays or complications in the treatment of injuries or illnesses, for which Education Evolution Tutor Support Centre cannot accept responsibility.
- The tutor centre must also be informed of any chronic health conditions, allergies, or medical needs.

- If a learner is prescribed medication that needs to be taken during tutoring hours, parents/guardians are responsible for arranging the administration of such medication, as by law the tutors may not dispense medication.
- If your child is unwell, please keep them at home to aid recovery and to prevent the spread of illness to other learners.
- Should a child become ill while at the tutor centre, parents/guardians will be contacted. If necessary, the learner will be kept in a safe, supervised space until collected.
- In case of a medical emergency, the tutor centre reserves the right to seek immediate medical assistance. Learners may be taken to the nearest available medical facility. All costs incurred will be for the account of the parent/guardian.
- By signing this enrolment contract, parents/guardians authorise Education Evolution Tutor Support Centre to act in their best interest in the event of a medical emergency and release the tutor centre from any liability that may arise from providing or arranging emergency care.

Parent Communication

- At Education Evolution Tutor Support Centre, we value open and transparent communication with parents. All daily interactions, updates, and notifications regarding learners will be communicated exclusively via WhatsApp and email. Tutors are available to respond to queries related to practice work or academic concerns Monday to Friday, from 07:00 to 18:00. We kindly request that parents respect these communication hours.

Religious Holidays

Education Evolution Tutor Support Centre is a multi-religious and inclusive tutor community. We respect and value the diversity of our learners and their families.

- Learners who need to take time off for their respective religious celebrations are fully accommodated.
- Parents are required to communicate these requests well in advance so that the tutor centre can plan accordingly and ensure learners remain up to date with their academic responsibilities.

Excursion

Excursions are planned and conducted in accordance with the year planner. To ensure smooth organization and clear communication:

- Reminders regarding upcoming excursions will be posted via WhatsApp.
- Indemnity forms must be signed by parents or guardians prior to participation in any outing.
- If any fees or payments are required for an excursion, parents will be notified officially and well in advance.

This policy ensures that all excursions are safe, well-coordinated, and communicated clearly to parents and learners.

Buying and Selling on Tutor Centre Premises

- Learners are not permitted to engage in any form of buying, selling, trading, or bartering on the tutor centre premises. This includes the sale of food, sweets, toys, stationery, or any personal items. Only tutor centre approved fundraising or market activities, authorized by management, will be permitted. Any breach of this rule will result in disciplinary action.

Vandalism

At Education Evolution Tutor Support Centre, we expect all learners to show respect for the environment, facilities, and resources. Vandalism is considered a serious offence.

Definition:

- Vandalism includes (but is not limited to) writing on, scratching, damaging, breaking, or defacing the tutor centre property such as desks, walls, toilets, peers' textbooks, furniture, or equipment.

Consequences for Vandalising Tutor Centre Property:

- The learner (and their parents/guardians) will be held financially responsible for the repair or replacement of the damaged property.
- Depending on the severity of the vandalism, additional consequences may include:
 - Detention or community service within the vicinity (e.g., cleaning duties under supervision).
 - Suspension for repeated or serious acts of vandalism.
 - Disciplinary hearing for extreme or deliberate destruction of property, which may lead to expulsion.
- Restorative action will be encouraged — learners may be asked to take part in repairing, cleaning, or restoring what was damaged (where appropriate).

Personal Belongings & devices

- Learners are expected to take responsibility for their own personal belongings. All items brought daily must be clearly labelled with the learner's full name.
- The tutor centre strongly discourages learners from bringing fancy, valuable, or unnecessary personal items to the centre.
- The tutor centre will not be held responsible for the loss, theft, or damage of any personal items brought onto the tutor centre premises.
- Parents/guardians are requested to support the tutor centre in reinforcing these rules to promote responsibility, safety, and accountability among learners.

Smart Watches and Devices

- General Rule:
 - No devices are allowed at the tutor centre. This includes cellphones, smart watches, ipads and similar electronic devices.
- Learning Purposes:
 - It is compulsory for every learner to attend with a fully charged laptop to utilise the Optimi portal for a variety of subjects.
- Transport Purposes:
 - If a learner needs to bring a cellphone to the tutoring centre for the purpose of booking an Uber or arranging transport home, it is compulsory to hand the cellphone in at the start of the day, or on arrival.
 - The cellphone can be collected again at the end of the day's lessons.
- Confiscation:
 - Any device brought to school without prior approval or outside of the above conditions will be confiscated and returned at the end of the academic term once SACAI exams have been concluded.

Nutrition and Lunch

At Education Evolution Tutor Support Centre, we are committed to promoting healthy eating habits among our learners. To support this:

- **No bubble gum is allowed on the premises.**
- Healthy Lunches: Learners are encouraged to bring a nutritious lunch to the tutor centre daily. Lunches should prioritize wholesome foods that provide energy and nutrients for learning and growth.
- Sugar Treats: Occasional sweet treats are allowed but must be accompanied by a healthy main meal.
- No eating sweets during class time.

This policy aims to cultivate lifelong healthy eating habits while allowing occasional enjoyment in moderation.

Personal Hygiene and Grooming

At Education Evolution Tutor Support Centre, we believe that good personal hygiene and grooming contribute to a learner's confidence, health, and readiness to learn. All learners are expected to uphold the following standards:

- Hair
 - Hair must be clean, neat, and well-groomed at all times.
 - Extreme hairstyles, unnatural hair colours, and distracting accessories are not permitted.
 - Long hair must be tied back neatly.
 - Boys must be clean-shaven unless for religious or cultural reasons (to be communicated in writing).
- Body
 - Learners must maintain daily hygiene practices, including regular bathing/showering.
 - Use of deodorant is compulsory, particularly for older learners.
 - Clean multiform must be worn every day.
- Skin
 - Skin must be kept clean and cared for.
 - Open wounds, rashes, or skin conditions must be attended to promptly; parents are expected to notify the tutor centre if a condition is contagious.
 - Makeup is not permitted unless for cultural or approved events.
- Nails
 - Nails must be kept short, clean, and neatly trimmed.
 - Coloured nail polish, nail art is permitted however artificial nails are not permitted.
- General Grooming
 - Learners must present themselves in a manner that reflects pride in their appearance and respect for the teaching and learning environment.
 - All clothing, shoes, and personal items must be clean and in good condition.
 - Jewellery is limited to a wristwatch and small stud or hoop earrings for girls (no dangling earrings, or excessive accessories).

ANNEXURE B

TUTORING SERVICE CONTRACT

This SERVICE CONTRACT (this “Agreement” or this “Service Contract”), effective as of ___/___/2026, is made and entered into by and between _____, ID _____, an individual residing at _____

(hereinafter the “Customer”), and Education Evolution Tutor Centre, a Tutoring Service Centre located at 26 Oaklands Road, Orchards, Gauteng, (hereinafter the “Tutoring Service Centre”).

Whereas, Tutoring Service Centre and Customer desire to enter into a relationship in which Tutoring Service Centre will provide tutor services, (outlined in Section 5 below).

Now, therefore, in consideration of the mutual promises and undertakings herein contained, the parties, intending to be legally bound, do hereby agree as follows:

1. DEFINITIONS

For purposes of this Agreement, the following terms shall have the following meanings:

- a. “Services” means any and all services specified in Section 5 of this document (as defined below).
- b. “Deliverables” means any tangible property, including software media, delivered to Customer under this Service Contract, as specified in Section 5 of this document.

2. STATEMENT OF WORK

The Tutoring Service Centre shall perform and deliver the tutoring as set forth in Section 5 of this document and is subject to the terms and conditions of this Agreement.

3. TERM

The term of this Agreement shall commence on ___/___/2026, and shall continue thereafter until the 31/12/2026 or until terminated in writing by one of the parties, or as provided in Section 7 below.

4. RIGHTS AND RESPONSIBILITIES OF THE CUSTOMER

- a. PRICE. Morning Tutoring Classes will be performed at a fixed price – see attached fees schedule. Any additional tutoring or services will be agreed upon by the customer and tutor centre.

b. **RETAINER.** A once-off admission fee of will be levied to ensure a spot in the classes. This fee is payable immediately upon signing of this document.

c. **PAYMENT SCHEDULE.** Customer will receive invoices each term, the invoice is payable in advance and due by the 1st of the relevant month. In the event of non-payment the Tutoring Service Centre may suspend provision of Services without liability or penalty until final resolution of the matter. This includes submission of tasks, tests and exam marks by the Tutoring Service Centre to Impaq.

d. **CURRICULUM.** The Customer undertakes to purchase a curriculum through Impaq for the relevant Grade. The purchase of this curriculum will be completed before the opening of the Tutoring Service Centre for the year.

5. RIGHTS AND RESONSIBILITIES OF THE TUTOR CENTRE

a. **TUTORING.** The following subjects are what we offer and a detailed subject choice form has been completed as part of our admission process:

- | | |
|--------------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> English Home Language | <input type="checkbox"/> History |
| <input type="checkbox"/> Afrikaans Second Language | <input type="checkbox"/> Geography |
| <input type="checkbox"/> Life Orientation | <input type="checkbox"/> Life Sciences |
| <input type="checkbox"/> Mathematics / Mathematical Literacy | <input type="checkbox"/> Physical Sciences |
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Business Studies | <input type="checkbox"/> Economics |

b. **HOURS.** The tutoring times of the Tutoring Service Centre shall be:

Monday to Thursday 07:45 – 13:30

Fridays 07:45 - 11:45

Learners registered for the Tutoring Services must attend within these hours, any additional lessons outside of these hours will be agreed upon between the Customer and tutors employed by the Tutoring Service Centre.

c. **INVIGILATION.** The Tutoring Service Centre will be responsible for the invigilation and submission or marking of all task, test and exam papers. The Tutoring Service Centre in conjunction with Impaq will provide hard copies of the tasks (if requested) and all tests /examinations for the students who utilizes the Tutoring Services of the Centre.

Parents Impaq portal access (Optimi) has the same access as the Tutoring Service Centre. However, it is the responsibility of the parent regarding the learners' access to tests, exams and memorandums. Failure to maintain access security will directly lead to discrepancy in learners' ability.

d. REPORTS. Academic progress reports are made available on the Optimi portal. In addition, hard copies are provided to parents via the Tutor Centre.

e. BOOKS. All books purchased from Impaq will remain the property of the Customer

6. WARRANTIES AND REMEDIES

- a. The Tutoring Service Centre undertakes to warn of any suspected danger to the child.
- b. The Customer indemnifies the Tutoring Service Centre, its owners, affiliates, the owners of the property and their businesses, associates and affiliates from any damages, loss or theft of property while on the premises.
- c. The Customer also indemnifies the Tutoring Service Centre and all associates against any bodily harm sustained by the dependant while in attendance at the Tutoring Service Centre or sustained while making use of the Tutoring Service Centre's facilities.

Customer Signature: _____

Date: ____/____/20____

7. TERMINATION

Termination of Tutor Agreement. The Customer reserves the right to terminate a Project in whole or in part, upon 90 days written notice to The Tutoring Service Centre. In the event the Project is terminated by Customer prior to the end of the Academic year, the Tutoring Service Centre shall use its best efforts to transfer the relevant files, progress reports and textbooks, to the Customer, as expeditiously as possible. The Tutoring Service Centre shall not undertake extra work, incur additional expenses, or enter into further commitments with regard to the student after receiving such notice of termination from the Customer, except as mutually agreed upon by the parties. In the event of termination of the agreement as described above, the Tutoring Service Centre shall be entitled to compensation as follows:

- a. All payments due and owing under this Agreement at the time of Tutor Centre's receipt of the written notice of termination of the agreement.
- b. Reimbursement for any non-cancellable services and commitments entered into by the Tutoring Services Centre, in connection with the student's agreement being terminated, provided the Tutoring Service Centre provides the Customer with documentation of expenses incurred.

Termination of the agreement shall not affect either party's obligations in connection with any other students or dependents and the rights and obligations of all non-terminating parties to the Agreement shall remain in full force and effect.

Failure by either party to comply in any material aspect with any of its obligations in this Agreement shall entitle the other party to give notice to the party in default requiring it to cure such default. The right of either party to terminate this Agreement, as herein provided, shall be affected under the following conditions:

Termination will take effect on the fourth violation of actions from Appendix A regarding incompliance from its client and/or learner and will result in immediate expulsion without discussion. The Tutor Support centre reserves the right to immediately inform the Customer to collect the Dependent and leave the premises.

8. CONFIDENTIALITY

Customer and Tutoring Service Centre acknowledge that during the course of the agreement, information of a confidential nature may be disclosed between the parties. Such information shall be considered confidential information (“Confidential Information”). Neither party has the right to disclose the Confidential Information of the other, in whole or in part, to any third party, and neither party will make use of the Confidential Information of the other for its own or a third party’s benefit or in any way use such Confidential Information other than for the purposes of performance of this Agreement without the prior written consent of the disclosing party.

Each party agrees to take all steps reasonable to protect the other’s Confidential Information from unauthorized use and/or disclosure. The parties agree not to copy in whole or in part, any Confidential Information nor modify the same in any way without prior written consent from the other party. Neither party will be liable to the other for the disclosure of Confidential Information if, as shown by clear and convincing evidence, the Confidential Information: (a) is generally known to the public at the time of disclosure by the disclosing party; or (b) becomes generally known to the public through no fault of the receiving party.

9. PUBLICITY

I hereby grant/ do not grant (delete that which does not apply) Education Evolution Academy Tutoring Centre the right to use photographs or images of my dependent/s and their work for promotional purposes or to advertise the agreement.

FULL NAME

SIGNATURE

_____/_____/_____

DATE

10. GENERAL TERMS

a. This Service Contract shall be deemed to have been made and executed in South Africa and shall be construed in accordance with the laws of South Africa.

b. SEVERABILITY AND ASSIGNMENT. The invalidity or unenforceability, in whole or in part, of any provision in this Agreement shall not affect in any way the remainder of the provisions herein.

c. ENTIRE AGREEMENT. This Agreement, together with any other materials referenced in or expressly made a part of the Agreement, constitutes the final and entire Agreement between Contractor and Customer and supersedes all prior and contemporary agreements, oral or written.

d. COUNTERPARTS. The Parties hereto agree that digital signatures shall be as effective as if originals. This Agreement may be executed via digital signatures in any number of counterparts, all of which taken together shall constitute one and the same agreement.

In Witness Whereof, this Agreement is duly executed by the duly authorized representatives of the parties as set forth below:

TUTORING SERVICE CENTRE REPRESENTATIVE NAME:

SALEHA OMAR
REPRESENTATIVE

DATE

SIGN

PARENT/ GAURDIAN

DATE

SIGN

ANNEXURE C

AGREEING TO THE ROLE AND RESPONSIBILITIES OF IMPAQ, THE PARENT AND _____ (the tutor)

1. Legal standing of the role of the tutor

_____ is NOT a school but a Tutor Centre providing curriculum assistance.

- **The tutor provides tutorial and educational support services only.**
- We provide opportunities for students to be assessed by a competent assessor according to the needs dictated by the parent.
- The tutor may, by law, not operate as a school, and therefore, the following applies:
 - A choice (optional) between type and subject of tuition required will be available:
 - Remedial services
 - Language and Reading Skills: _____
 - Improving mathematical concepts: CAMI
 - Tutors can't make decisions on behalf of parents when communicating with Impaq.
 - Complete access to facilitation material.
 - Materials are delivered to the parent.

2. Impaq's role regarding the tutor

- Impaq provides the CAPS aligned curriculum products for the tutor
- Impaq provides the assessment material and support.
- Impaq has no affiliation with the tutor other than providing the necessary curriculum and assessment material.
- Impaq does not endorse, accredit, control or manage the tutor.
- Impaq provides, upon the parents' request, the tutor access to the learner's assessments, tasks, ability to upload marks and ability to assist parents with administration linked to the learner's profile via Impaq's online platform(s).

3. Parent's role and responsibility:

- **Ensure that you understand, accept and equipped to fulfil the responsibility of home education for the learner as set out in the Home Education Policy.**
- Take full responsibility for the education of your child and ensure the tutor provides the service(s) as agreed upon.
- **Understand that the tutor provides support and a supplementary service with regard to the education process.**
- Any challenges in relation to the service provided by the tutor must be communicated directly with the tutor.

- Any challenges with relation to the service provided by Impaq, must be communicated directly with Impaq.

I, _____ parent of _____ read, agree and understand the information as explained in this circular.

Contact number: _____

Signature

Date