



369 Chief Albert Luthuli St, Pietermaritzburg, 3201,  
 Tel: 033 342 2844 Fax: 0866195046  
 www.business-world.co.za

## Contract of Enrolment

### PIETERMARITZBURG

**Name of Qualification**

**Name of Module**

Receipt no		Student No		Invoice No	
Date		Account No		Amount Invoiced	R
Amount	R				
Consultant					
Commencement Date					

Were you previously registered with BW? Yes      No

If yes, which year (            ) and which programme (            )

Did you complete the programme? Yes      No

Old student Number.....

**Personal Information**

Title: (e.g. Mr, Miss) .....

Initial .....

Surname.....

First Names.....

Nickname.....

Id No.....

**Postal Address:**

Street.....Contact Person.....

Suburb .....Telephone No (    ).....

City.....Cell No.....

Postal Code.....Email Address.....

For the attention of.....

**Residential Address:**

Street.....

Suburb.....

City.....

Postal Code.....



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**Section A**

Please select appropriate payment method

Full payment method

A deposit of one third of the programme fee on acceptance, the balance of which together with interested calculated at prime plus 4% to be paid in full by means of ten (10) monthly debit orders, or direct payment into our bank account.

**DEBIT ORDER INSTRUCTIONS**

The details of my bank account are as follows

**Bank..... Branch..... Account Type.....**

**Account No**

**Branch No**

I hereby instruct Business World to draw against my account with the above mentioned bank, the sum of R.....on the 26<sup>th</sup> or 1<sup>st</sup> or 16<sup>th</sup> day of each month, commencing on the.....and continuing for 10 months.

All such debits from my account by Business World shall be treated as though they have been signed by me.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Date**

I understand that withdrawals hereby authorized will be processed by computer through Debit order system processed from the BW offices. I agree to pay the bank charges debited to my account relating to this debit order instruction. Receipt of this instruction by you shall be regarded as receipt thereof by my bank.

I agree that Business World reserves the right to disallow students from writing examination and/or to withhold examination results, should there be any default in payment according to this signed agreement.

I hereby confirm that by completing and signing the contract of enrolment I agree that, unless advised of non-acceptance by Business World to do the qualification applied for, that I shall be liable in full for the tuition fees related thereto, notwithstanding the fact that I may at a later stage withdraw there from for any reason whatsoever. If attorneys are instructed to recover any amount due, you will be entitled to use copies of relevant records/documents as satisfactory proof of indebtedness, and I will be liable for all legal costs of an attorney and collection charges.

Further, I confirm that the onus is on me to ascertain whatever I have been accepted to participate on the programme applied for.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Date**

**Section B** to be completed in the event of Company or other sponsorship

I.....in my capacity as.....of.....  
(Employer/Sponsor) hereby confirm that the full fees will be paid on registration by the employer/sponsor.

Signature:

Does the company require a student progress report? Yes No

**IMPORTANT:** Due to security reasons all payments must be paid directly into the BW bank account.

Details as follows:

Please ensure that your BW STUDENT/CORPORATE ACCOUNT number appears on the deposit slip.



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***Please tick relevant box (es)***

How will this account be paid? Cash      Debit order      Sponsor      Company

If you have ticked the sponsor/company box above, please supply the following information:

Sponsor/Company Contact Person

Telephone no: (    ).....Cell No:.....

Fax No: (    ) .....Email Address:.....

**Employment Details**

Company Name:..... Your Position:.....

Address: ..... Department:.....

No. of years experience:.....

Postal Code:.....Tel: (    ) ..... Staff no:.....

**Employment Particulars**

Full-time positions held (please list chronologically your recent job list)

Name and address      Position Held      From - To

1.....

2.....

3.....

4.....

**Education**

.....  
.....  
.....  
.....  
.....



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**References**

Please submit names and addresses of two relatives not living with you:

1. Name:.....  
Relationship:.....  
Address.....  
Postal Code: .....Tel ( ) .....Fax ( ).....
2. Name:.....  
Relationship:.....  
Address:.....  
Postal Code:.....Tel ( ) .....Fax ( ).....

**How did you hear about this program?**

1. Newspaper? Which one?.....
2. Magazine? Which one?.....
3. Radio?.....
4. Word of Mouth?.....
5. Past/Current student? Which Programme?.....
6. Company.....
7. BW Consultant? Who?.....
8. Web Site?.....
9. If other, state how.....

I certify that, to the best of my knowledge, the information on this form is true and correct.

Further, I authorize BW to verify the information contained in my Contract of Enrolment form and to make whatever enquiries they deem necessary, to furnish any confidential information relating to any account which I may have with you, and conduct of that account to any person including any credit bureau, and transfer any confidential information to my employer who will also be entitled to transfer any such information to Business World. I hereby further confirm that I will not be entitled to withdraw the authority granted to you as detailed above.

**Prior to submitting this form ensure that:**

- ✓ You have fully completed and signed this contract, including the fee payment section.
- ✓ Attached certified copies of your qualifications and I.D. documents.
- ✓ Attached registration fee deposit slip (please make a copy for yourself)