



PRETORIA HIGH SCHOOL FOR GIRLS

Park Street Arcadia
P/Bag X2 Hatfield 0028
S 25° 45,043' E 28° 13,643'
www.phsg.org.za

Tel: 012 430 7341
Fax: 012 342 1955
e-mail: info@phsg.org.za

Dear Parent/Legal Guardian

As per GDE regulations, application for learner admission in 2021 is required to be completed online. The website for registering and applying for learner admission in the Gauteng Province is <http://www.gdeadmissions.gov.za/>

- All applicants for 2021 are required to **apply online from 08:00 on 25 June until 25 July 2020**.
- Once the application has been submitted online, the process detailed below needs to be followed. No supporting documentation may be submitted without proof of online application.
- Applications for 2021 close on 25 July 2020.

1. INFORMATION REQUIRED

The Information Form must be completed in full and signed by both parents or legal guardians. The following documentation must accompany the information form:

- 1.1 a 'screenshot' / 'snipping tool shot' / 'printscreen shot' printout of the GDE reference number issued during the online application from the GDE Admissions website. This will serve as proof of completing the required online application process;
- 1.2 a certified copy of your daughter's unabridged (full) birth certificate (computer generated certificate from the Department of Home Affairs). If not available, proof of application should be provided along with a certified copy of an abridged birth certificate;
- 1.3 a certified copy of your daughter's previous year end report showing both her name and the school name. Grade 8 applicants to supply final Grade 6 report.
- 1.4 a certified copy of your daughter's 2020 Term 1 report showing both her name and the school name;
- 1.5 one recent ID photograph of your daughter;
- 1.6 certified copies of both parents'/legal guardians' RSA identity documents;
certified copies of death certificate/s should a parent or both parents be deceased; certified copies of passports as well as work permits of parents that are Foreign Nationals.
- 1.7 in case of legal guardianship adoption, copies of legal documents produced by the courts (court orders) are required which, amongst others, includes a certified copy of appointment from the Master of the Court to act as legal guardian/s.
- 1.8 a certified copy of both sides of the Medical Aid Card and one copy of the ID of the main member of the scheme;
- 1.9 proof of the permanent residential address of both parents as well as the learner and/or legal guardian (only a valid government/parastatal or body corporate utility bill and/ or lease agreement will be accepted) in the parents/legal guardians name; or a certified copy of the lease agreement;
- 1.10 immigrants must submit certified copies of both parents' passports, permanent residence and/or relevant study, residence or work permits as well as any other related permits;
in the event of Diplomats, Diplomats are to submit passports and Diplomatic identities;
- 1.11 a letter of employment for each parent/legal guardian confirming employment, on an original company letterhead. The letter must -
 - be stamped by the Employer and the signature of the Employer affixed over the stamp;
 - contain confirmation as to if the parent is employed indefinitely or for a fixed term period;
 - confirm the parent/legal guardian's work address as well as work contact number.

2. INTRODUCTION TO PRETORIA HIGH SCHOOL FOR GIRLS

PHSG is an academic school with English as medium of instruction and with the majority of learners attaining access for application to a Bachelor's Degree.

An integral part of PHSG education is the extra-curricular programme. This includes regular cultural and sporting activities (compulsory for Grades 8 & 9) and supporter attendance at certain special events such as matches, cultural evenings, evening meetings, community service projects and inter-house competitions.

3. **PLEASE NOTE**

- 3.1 It is essential that application is also made by all learners to other schools, as acceptance into this school cannot be guaranteed, irrespective of the applicant's waiting list number.
- 3.2 Any falsified or incorrect information provided will result in application to this school being rejected.
- 3.3 Please ensure that certified copies are provided where required, as originals will not be accepted, but must be presented for confirmation. No copies of documents will be made by the school. Kindly ensure that the copies are clear and legible.
- 3.4 Completed original forms and supporting certified documentation must be HAND DELIVERED or COURIERED to the school as no other method of submission can be accepted.
- 3.5 The school will not be held responsible for any forms and supporting documentation sent via postal services and not received timeously.

Yours sincerely



**P J ERASMUS
PRINCIPAL**



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DAYGIRL INFORMATION

Grade 8 in 2021

Online Waiting List Number _____

For office use only:

Proof of online registration		Lives in Area	
Sibling in PHSG		Works in Area	
Other		Acc Number	

AFFIX ID
 PHOTO
 OF
 LEARNER

LEARNER INFORMATION

Please complete the information below as required by the Gauteng Department of Education for SA-SAMS.

Please print legibly in black ink

Surname	
First names in full (<i>in sequence as per birth certificate</i>)	
Preferred name	
Date of birth	
ID no	
Country of birth	
Citizenship	

If not born in SA, date of entry into SA	
(Proof of entry into SA, visas and a work/study permit to be attached for both learner & parents)	

Religious denomination	
Learner's cell phone number (if available)	
Learner's email address (if available)	
Race (GDE requirement)	
Home language	
Other languages spoken	
Learner is living with: both parents / father / mother / legal guardian (circle that which is applicable)	
Physical address where learner is currently living	
Distance from Pretoria High School for Girls	
Mode of transport	
Dexterity (right/left handed)	

Name of present school	
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Address of present school	
Email address of present school	
Telephone number of present school	
Fax address of present school	
Present grade	
Language of instruction at present school	

FAMILY INFORMATION

Please complete the information below as required by the Gauteng Department of Education for SA-SAMS.

	*FATHER / *GUARDIAN (If guardian, state relationship to learner) <i>*delete where not applicable</i>	*MOTHER / *GUARDIAN (If guardian, state relationship to learner) <i>*delete where not applicable</i>
Title (Mr/Mrs/Ms/Dr/etc)		
Relationship to learner (applicant)		
Surname		
First names		
Identity No / Passport No		
Citizenship		
Home Language		
Occupation		
Name of Employer/Company		
Full street address of business		
Business telephone number		
Business email address		
Full residential address (including suburb)		
	Postal code:	Postal code:
Postal address		
	Postal code:	Postal code:
Home telephone number		
Cell number		
Email address (for accuracy purposes, please print)		
Preferred method of Communication (sms or email)		

Marital status of parents: (Circle that which is applicable)	Married / Widow / Widower Divorced / Judicially separated/ Single parent / Other - please specify.	Married / Widow / Widower Divorced / Judicially separated/ Single parent / Other - please specify.
If divorced, state which parent has custody (Attach a certified copy of court order)		
Should a parent be deceased, please state which parent (GDE requirement) (Attach certified copy of death certificate)		

FINANCIAL OBLIGATION

Tuition Fees are payable as per **TUITION FEE AGREEMENT 2021** and thereafter for each year of tuition at PHSG.

Pretoria High School for Girls is a public **FEE-PAYING** school which is governed by a Governing Body elected by the parents. The school receives a small contribution from the state for some services and therefore the school community is responsible for the major portion of running costs of the school. It is therefore essential for parents to meet their financial obligation if the school is to maintain the current facilities and standards.

The school fees for Grade 8 are **R43 500** per girl per annum for 2020 and these are re-assessed every year at a budget meeting. Upon acceptance for 2021, you will be required to pay the first month of school fees. This amount will then be credited to your school fee account for the year 2021.

Limited subsidy is available on application, with full disclosure of financial status. Application should be made by the end of March 2021.

I/We _____ ID _____ and
_____ ID _____ declare that at signature hereof I/we are financially sound and able to meet our monthly and annual responsibilities. We have taken note of the tuition cost and I/we declare ourselves able to meet the financial obligation of paying tuition fees.

Please print legibly in black ink

Person responsible for payment of fees.....

ID Number:.....

Postal address:.....Postal code:.....

Residential Address:..... Postal code:.....

Cell number:

Signature (of person responsible for fee payment):

Signature of Witness :



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SCHOOL EXTRA-MURAL PROGRAMME AND ACHIEVEMENTS

Please fill in information regarding your daughter's participation in the following areas:

Sports played and at what level (e.g. 1st Team; Provincial):

.....

Cultural and Creative Activities:

.....

Clubs/Societies:

.....

Leadership position at Primary School:

.....

Additional information that you may think is relevant:

.....

.....

.....

I hereby confirm that the above-mentioned information supplied is correct.

.....
Signature Father/Guardian Date

.....
Signature Mother/Guardian Date

Signature of Learner:.....

Date:.....