



# Raisethorpe Secondary School

635 Dr Chota Motala Road • Raisethorpe • Pietermaritzburg • 3201  
☎ 033 387 4201 • Email: rss.school@gmail.com

## APPLICATION FOR ADMISSION TO GRADE 8 (2026)

FOR OFFICIAL USE ONLY

REF. NO.

OFFICIAL'S SIGNATURE

PLEASE COMPLETE ALL THE INFORMATION REQUESTED BELOW IN BLOCK PRINT.

### 1. DETAILS OF APPLICANT

CURRENT PRIMARY SCHOOL OF LEARNER	
FULL NAME OF LEARNER	
FULL NAME OF PARENT/GUARDIAN MAKING THE APPLICATION	

### 2. PLEASE TAKE NOTE OF THE FOLLOWING:

- 2.1 This is only an **Application For Admission** to Raisethorpe Secondary School for Grade 8 in 2026.
- 2.2 **YOU ARE ADVISED TO ALSO APPLY FOR ADMISSION TO OTHER SCHOOLS.**
- 2.3 You are advised to keep a photocopy of this entire document before handing in the original to the school.
- 2.4 Incorrect information/Incomplete forms will render this application invalid.
- 2.5 **THE CLOSING DATE FOR THE RETURN OF COMPLETED APPLICATION FORMS IS WEDNESDAY, 14 MAY 2025 AT 10H15. LATE APPLICATIONS WILL NOT BE CONSIDERED.**

### 3. ESSENTIAL INFORMATION / REQUIREMENTS FOR ALL APPLICANTS

- 3.1 Please attach the following documents:
  - CERTIFIED COPY of the IDENTITY DOCUMENT or BIRTH CERTIFICATE of learner.
  - CERTIFIED COPY of the IDENTITY DOCUMENT of BOTH PARENTS/GUARDIANS.
  - PROOF OF RESIDENCE. This must specify the full name of parent and residential address (e.g. ELECTRICITY/RATES BILL). Proof of RESIDENCE must be in the form of an **ORIGINAL DOCUMENT** (no photocopies).
  - Original School Fees Statement as at 30 April 2025, from the current Primary School.
  - CERTIFIED COPY of the 2025 Term 1 Report.
  - Proof of employment of both parents or guardians.
  - Certified copy of the latest salary advice of both parents or guardians.
  - Proof of SASSA (If applicable)
  - Certified copies must not be older than 3 months.
- 3.2 If **ANY** of the above documents are not submitted, your application will be **INCOMPLETE** and WILL NOT be considered.

- 3.3 THE COMPLETED FORMS AND DOCUMENTS MUST BE **RETURNED TO THE SCHOOL PERSONALLY, FROM MONDAY, 12 MAY 2025 TO WEDNESDAY, 14 MAY 2025 BETWEEN 08H15 AND 10H15**. THE RETURN OF FORMS WILL TAKE PLACE VIA THE **DR CHOTA MOTALA ROAD ENTRANCE** TO THE SCHOOL **DURING THE STIPULATED DATES AND TIMES INDICATED ABOVE**.
- 3.4 When you return the completed form, you will be given a **REFERENCE NUMBER**. Please quote this reference number in any query.
- 3.5 EMAILED APPLICATIONS WILL NOT BE ACCEPTED.

#### 4. SELECTION PROCESS

- 4.1 Selection of learners will be based on the Admission Policy of the School.

#### 5. NOTIFICATION OF SUCCESSFUL APPLICANTS

- 5.1 Only the parents of **SUCCESSFUL APPLICANTS** will be informed on Thursday, 19 June 2025 and Friday, 20 June 2025.
- 5.2 The parent of such applicants will have to call at school **PERSONALLY** to collect the **CONFIRMATION OF ACCEPTANCE FORM** from **Monday, 23 June 2025 to Wednesday, 25 June 2025 between 08h15 and 10h15**. The collection of forms will take place via the **DR CHOTA MOTALA ROAD** entrance to the school.
- 5.3. The confirmation of acceptance form must be **completed and returned from Wednesday, 30 July 2025 to Friday, 01 August 2025 between 08h15 and 10h15**. **THE CLOSING DATE FOR THE RETURN OF THE CONFIRMATION OF ACCEPTANCE FORM IS FRIDAY, 01 AUGUST 2025.**
- 5.4. **FAILURE to COMPLY WITH ANY OF 5.2 and 5.3 OF THE ABOVE WILL RESULT IN THE CANCELLATION OF THE ADMISSION.**
- 5.5. **IF THE SCHOOL DOES NOT CONTACT YOU BY MONDAY, 23 JUNE 2025, THEN CONSIDER YOUR APPLICATION UNSUCCESSFUL. IN THIS REGARD YOU ARE STRONGLY ADVISED TO SEEK ADMISSION AT ANOTHER SCHOOL.**
- All queries must be formulated in writing/email to the school by Friday, 27 June 2025. **Queries after 27 June 2025 will not be accepted.**

#### 6. ACKNOWLEDGEMENT BY PARENT/GUARDIAN

I, \_\_\_\_\_, the parent/guardian of \_\_\_\_\_, hereby acknowledge that I have read the entire application form and have taken note of, and will abide by all due dates and conditions.

\_\_\_\_\_  
NAME OF PARENT/GUARDIAN

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

## 7. DETAILS OF PARENTS/GUARDIANS

PLEASE COMPLETE ALL THE INFORMATION REQUESTED BELOW IN BLOCK PRINT.

DETAILS OF FATHER/GUARDIAN 1					
SURNAME			FULL FIRST NAMES		
IDENTITY NO.			DATE OF BIRTH		
RELATIONSHIP TO LEARNER			Note: Legal Guardians must be in possession of documentation stating such.		
RESIDENTIAL ADDRESS					
POSTAL ADDRESS					
HOME TEL. NO.		CELL NO.		WORK NO.	
E-MAIL ADDRESS					
OCCUPATION			EMPLOYER		
WORK ADDRESS					
DETAILS OF MOTHER/GUARDIAN 2					
SURNAME			FULL FIRST NAMES		
IDENTITY NO.			DATE OF BIRTH		
RELATIONSHIP TO LEARNER			Note: Legal Guardians must be in possession of documentation stating such. Please attach supporting documents.		
RESIDENTIAL ADDRESS					
POSTAL ADDRESS					
HOME TEL. NO.		CELL NO.		WORK NO.	
E-MAIL ADDRESS					
OCCUPATION			EMPLOYER		
WORK ADDRESS					
DO YOU HAVE ANY CHILD/CHILDREN CURRENTLY AT RAISETHORPE SECONDARY SCHOOL? IF YES, PLEASE COMPLETE THE FOLLOWING:					
NAME			GRADE AND DIVISION		
1.					
2.					
3.					

# FOR OFFICIAL PURPOSES ONLY

DOCUMENT		YES	NO
1.	ID OF FATHER/GUARDIAN 1		
2.	ID OF MOTHER/GUARDIAN 2		
3.	LEARNER'S BIRTH CERTIFICATE		
4.	PROOF OF RESIDENCE		
5.	ORIGINAL SCHOOL FEES STATEMENT		
6.	2025 TERM 1 REPORT		
7.	PROOF OF EMPLOYMENT OF BOTH PARENTS OR GUARDIANS.		
8.	CERTIFIED COPY OF THE LATEST SALARY ADVICE OF BOTH PARENTS		
9.	PROOF OF SASSA (IF APPLICABLE)		
10.	COMPLETION OF DETAILS ON FORM		
11.	DUE DATES HAVE BEEN MET		
12.	INCOMPLETE APPLICATION		
COMMENTS			
VERIFIED BY	NAME		
	SIGNATURE		
	DATE		
CHECKED BY	NAME		
	SIGNATURE		
	DATE		