



Phone 021 300 6309
Phone 064 800 3975
Email info@socialjustice.co.za

**FOUNDATION
TRAINING APPLICATION**

Instructions:

- Please complete this form in BLOCK LETTERS.
- Please submit the following documents with your completed application form:
 - * Copy of your ID document;
 - * Copies of highest qualifications.

Forms and documents can be scanned and e-mailed to info@socialjustice.co.za

COURSE DETAIL

Name of training program applied for

Date of training program

Place / venue of presentation

APPLICANT BIOGRAPHICAL INFORMATION

Surname

Initials

Title

Preferred name

Organisation name

Position held

Maiden name and/or previous surname (if applicable)

Identity (RSA) or passport number (non-RSA citizens)

Date of birth

Gender (mark with an X)

Male

Female

Email Address



Do you have a disability Yes No Nature of your disability

Contact numbers Work Cell Home

Invoice address

(Please include the postal code)

Please select YOUR Payment Option:

	Option 1	10 % discount on full payment before the commencement of the course. Fees excluding Vat.
	Option 2	R1450 payable upfront + R1,000 p/m plus VAT for the balance of the training fees
	Option 3	R1450 payable upfront + R500 p/m plus VAT for the balance of the training fees

I hereby confirm the truthfulness and correctness of all particulars/ information supplied by me on this form. I hereby accept all the terms and conditions.

Signature

Date

TERMS AND CONDITIONS

General - Subsection A

1. The 10% promotional discount shall only apply to delegates that pay the full course fee before the commencement of these courses. All training fees are excluding vat. Vat will be added to the invoice at a rate of 15%.
2. The course fee includes all course materials, certificates as well as tea and coffee.
3. No lunches will be provided, and participants are required to bring lunches and snacks with. Lunches may be purchased at close-by stores at selected training venues.
4. On completion of a course a Certificate of Successful Completion or a Certificate of Attendance will be issued as applicable.
5. Please note that registration for a course is not guaranteed but is subject to availability of seats.
6. As the majority of short learning programmes are offered at NQF level 4 and higher, specific entry requirements apply. Applicants are responsible to establish what the specific entry requirements are and to ensure conformity.
7. Postponement or cancellation of attendance must be done in writing to anneke@socialjustice.co.za at least 5 (five) working days prior to commencement of a course.
8. Substitutions to attend a course may be made in writing any time prior to such a course. Substitute attendees shall conform to the minimum entry requirements that may apply to any course.
9. Social Justice reserves the right to cancel and/or change the dates of any course up to 4 (four) working days before the commencement of the course. In case of cancellation, fees will be refunded, or arrangements can be made to reschedule the course.
10. Each student is responsible for his/her own accommodation arrangements.

Finances - Subsection B

1. Final selection of payment terms is at the discretion of the Social Justice Network.
2. Payment Option 1- (Full price payable upfront for both the 16h family law and the 40h mediation training).
 - 2.1 Payment of 50% of the course fee must be made within 48h of receipt of the Confirmation of Registration which follows on this application to secure a booking.
 - 2.2 The remaining 50% shall be paid no later than 5 (five) working days before commencement of the course(s).
3. Payment Option 2- (R1450 ex vat payable upfront + R1,000 p/m ex vat for the balance of the training fees)



- 3.1 Payment of R1450 ex vat must be made within 48h of receipt of the Confirmation of Registration which follows on this application to secure a booking.
- 3.2 Payment of the monthly fee of R1,000 ex vat shall be received by the last day of each calendar month following the month of the first day of the first course.
- 3.3 Payment of monthly fees shall be received until the sum of the balance has been settled in full.
- 3.4 An annual escalation of 10% in the monthly fee of R1,000 ex vat shall be applied at the beginning of each financial year. Such escalation shall be calculated, and balances carried over to the next financial year.
4. Payment Option 3-(R1450 ex vat payable upfront + R500 ex vat p/m for the balance of the training fees)
 - 4.1 Payment of R1450 must be made within 48h of receipt of the Confirmation of Registration which follows on this application to secure a booking.
 - 4.2 Payment of the monthly fee of R500 shall be received by the last day of each calendar month following the month of the first day of the first course.
 - 4.3 Payment of monthly fees shall be received until the sum of the balance has been settled in full.
 - 4.4 An annual escalation of 10% in the monthly fee of R500 shall be applied at the beginning of each financial year. Such escalation shall be calculated and balances carried over to the next financial year.
5. All Applicants shall, upon successful completion of the requested courses, become eligible for registration as members of the Social Justice Network.
6. Membership to the Social Justice Network shall be in accordance with the Social Justice Network Rules of Membership policy. Such policy may be changed by the Social Justice Network prior notice to current members.
7. Please e-mail proof of payment to info@socialjustice.co.za.
8. 6. If payment has not been received (as per this contract) prior to commencement of a course, non-paying students may be refused access to the course at the discretion of Social Justice.
9. If a cancellation or a request for postponement is received less than 10 (ten) working days prior to commencement of a course, a penalty fee of 20% will be applicable. If cancellation or a request for postponement is received less than 5 (five) working days prior to commencement of a course, a penalty fee of 40% will be applicable. Should we receive cancellation of attendance less than 5 days prior to the training date, the full training fee is due.
10. If a cancellation is done after course materials have been furnished, the cost thereof will be deducted from the refund, if applicable.
11. Failure to notify (written cancellation or postponement) shall attract penalties equal to the full course fee and the stipulations of subsection B (2) of this Agreement shall nonetheless apply.
12. Payment details will be provided upon approval of your application. Any enquiries regarding payment may be made to anneke@socialjustice.co.za.
13. Any cash deposits into the Social Justice Network's bank account shall attract additional bank charges. The FNB cash handling fee will be added to your account to cover the additional bank charges levied by FNB.
14. Monthly training fees is due on or before the last day of the month. Late payments shall attract a penalty of 20% on the monthly fee, which amount shall be added to your account.
15. If Social Justice Network is required to institute legal or arbitration proceedings to recover any outstanding fees due in terms of this agreement, the party(ies) in default shall be liable for Social Justice Network's legal costs on the scale as between attorney and own client.
16. With the Protection of Personal Information Act, 4 of 2013 (POPIA) we commit to strictly adhering to the regulations of keeping your personal information safe. Your personal information will only be used to send you updates per your selected method of communication or to fulfil your training requests. No personal information will be shared, without your consent, with any third party. Social Justice Network PTY Ltd and Social Justice Foundation NPO are committed to protecting and respecting your privacy, and we'll only use your personal information to administer your account and to provide the products and services you requested from us. From time to time, we would like to contact you about our products and services, as well as other content that may be of interest to you.