

# Application for academic admission

Please complete all pages of this form in BLOCK CAPITAL letters, and return to Academic Structure and Student Enrolment Services.  
Every section must be filled in. Mark boxes with , where appropriate.

## Application fees

### 2<sup>nd</sup> Semester 2016

On or before 31 May 2016	R200.00
On or before 30 June 2016* (Late application)	R400.00

No applications for the 2<sup>nd</sup> semester intake will be accepted after 30 June 2016.

### 2017

On or before 31 August 2016	R215.00
On or before 30 September 2016* (Late application)	R430.00

Amounts payable are subject to change.

APPLICATION DATES	<b>UNDERGRADUATE STUDIES</b>	
	2 <sup>ND</sup> SEMESTER INTAKE (current year)	End of June (only the following programmes in Engineering: Civil, Electrical (light and heavy current), Mechanical)
	JANUARY INTAKE (next year)	End of August (all undergraduate programmes)
	<b>INTERNATIONAL STUDENTS</b>	
BANKING DETAILS	2 <sup>ND</sup> SEMESTER INTAKE (current year)	End of May (only the following programmes in Engineering: Civil, Electrical, Electronic, Mechanical)
	JANUARY INTAKE (next year)	End of August (all undergraduate programmes)
	Check the Application Guide or CUT website, <a href="http://www.cut.ac.za">www.cut.ac.za</a>	
	Bank:	Standard Bank
Branch:	Brandwag	
Branch code:	055534	
Account no.:	240454405	
Reference no.:	Student number or ID number	

## Use this checklist to ensure that you have all the information/documents

CHECKLIST	1. Proof of payment (application fee) attached.	<input checked="" type="checkbox"/>	<b>Undergraduate applicants:</b> <ul style="list-style-type: none"> <li>National Senior Certificate (Grade 12) or equivalent qualification.</li> <li>International school leaving results must be accompanied by a Universities South Africa exemption letter. For more information please visit <a href="http://www.he-enrol.ac.za">www.he-enrol.ac.za</a></li> <li>Your full academic transcript in respect of studies at another higher education institution, if applicable.</li> <li>A certificate of good conduct if you are/were registered at another higher education institution.</li> </ul> <b>Postgraduate applicants:</b> <ul style="list-style-type: none"> <li>National Senior Certificate (Grade 12) or equivalent qualification.</li> <li>International post matric/equivalent certificates must be accompanied by a SAQA evaluation letter. For more information please visit <a href="http://www.saqa.org.za">www.saqa.org.za</a></li> </ul> <b>NB:</b> National Benchmarking Test (NBT) is compulsory and applicants are requested to take note and sign for confirmation.	<input checked="" type="checkbox"/>
	2. Qualification selection section completed (in full).	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
	3. Form signed by you and / or your parent/guardian if applicant is a minor.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
	4. Certified copies of the following documents are attached: <ul style="list-style-type: none"> <li>Identification document/passport document</li> </ul>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

BLOEMFONTEIN	Postal address	Physical address	Contact details	Application status
	Private Bag X20539 Bloemfontein 9300	Lapeng Building 1 Park Road Bloemfontein	Tel.: +27 (0) 51 507 3911 Fax: +27 (0) 51 507 3199 E-mail: <a href="mailto:apply@cut.ac.za">apply@cut.ac.za</a> Website: <a href="http://www.cut.ac.za">www.cut.ac.za</a>	You will receive separate e-mail and/or sms communication with regard to the outcome of your application status. It is therefore important to provide both your e-mail and cellphone contact details on this form.
WELKOM	PO Box 1881 Welkom 9460	Mothusi Road Thabong Welkom	Tel.: +27 (0) 57 910 3500 Fax: +27 (0) 57 396 3331 E-mail: <a href="mailto:apply@cut.ac.za">apply@cut.ac.za</a> Website: <a href="http://www.cut.ac.za">www.cut.ac.za</a>	

OFFICE USE	Receipt number	Amount	Date																																							
	<table border="1"> <tr> <td colspan="10" style="text-align: right;"><b>Student number</b></td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td colspan="10" style="text-align: right;"><b>Year</b></td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>			<b>Student number</b>																				<b>Year</b>																		
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NBT TESTING IS COMPULSORY FOR ALL FIRST YEAR STUDENTS APPLYING FOR ADMISSION: Student Signature: .....

## GENERAL INFORMATION AND INSTRUCTIONS

- Complete only one form per person and indicate the choice of study.
- This form must be completed in BLOCK LETTERS and in full.
- An incomplete application form will delay your application process.
- Proof of payment for the application fee must accompany the application form. This must be submitted to one of the addresses provided on the first page.
- Applicants are subject to academic selection for all courses.
- This form, as well as the account application form, should be submitted to one of the addresses provided on the first page.
- CUT must immediately be notified of any change in address.
- Quote your student number in all correspondence.
- If you decide not to continue your studies after you have submitted your application, or if you would like to change your course, immediately notify Student Enrolment Services in writing.
- CUT reserves the right to refuse an application without providing reasons, but a student has the right to appeal against an unsuccessful application.

## Admission requirements

- A National Senior Certificate (Grade 12) or equivalent qualification.
- A candidate must score at least 27 or more points on the CUT scoring scale for the National Senior Certificate (NSC) examination.
- Subject requirements as per course.
- You may apply with your Grade 12 June or subsequent examination marks.

## International Students

All Foreign nationals who are interested to study at CUT and are in possession of a foreign qualification must be evaluated by Universities South Africa [www.he-enrol.ac.za](http://www.he-enrol.ac.za) for **undergraduate** applications and South African Qualifications Authority (SAQA) [sagainfo@saqa.org.za](mailto:sagainfo@saqa.org.za) or [www.saqa.org.za](http://www.saqa.org.za) for **postgraduate** applications. This must be done before an application form is forwarded to the CUT. It is the responsibility of the prospective student to forward his/her documentation Universities South Africa / SAQA. **NB. Please note that without such an evaluation the CUT is unable to make a valid assessment of your application.** The following documentation should accompany your application to CUT:

1. Certified copy of your Universities South Africa / SAQA evaluation certificate
2. Certified copies of your foreign qualifications
3. Certified copy of your passport
4. Proof of payment of CUT required application fee

## Physical facilities and students with special needs

- CUT does not discriminate against students with special needs.
- Students with special needs should ensure that they are satisfied with the available physical facilities at CUT before applying for admission.
- If a student with special needs is admitted, special examination procedures will depend on the specific case and will be authorised based on the statement of results.



<b>Student number</b>										
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QUALIFICATION SELECTION	<b>WHAT COURSE WOULD YOU LIKE TO STUDY?</b>																	
	<b>Course, e.g. NDip (Marketing):</b>																	
	Please ensure that you qualify for the above programme choice. CUT will not take the re-writing of Grade 12 subjects into consideration.																	
	<b>Campus selection</b>																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: #cccccc;"><b>Bloemfontein campus</b></td> <td style="width: 20px;"></td> <td style="background-color: #cccccc;"><b>Welkom campus</b></td> <td style="width: 20px;"></td> </tr> <tr> <td>Full-time study (day classes)</td> <td></td> <td>Full-time study (day classes)</td> <td></td> </tr> <tr> <td style="background-color: #cccccc;"><b>Bloemfontein campus</b></td> <td></td> <td style="background-color: #cccccc;"><b>Welkom campus</b></td> <td></td> </tr> <tr> <td>Part-time study (evening classes)</td> <td></td> <td>Part-time study (evening classes)</td> <td></td> </tr> </table>	<b>Bloemfontein campus</b>		<b>Welkom campus</b>		Full-time study (day classes)		Full-time study (day classes)		<b>Bloemfontein campus</b>		<b>Welkom campus</b>		Part-time study (evening classes)		Part-time study (evening classes)		
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	<b>Maiden name (if applicable)</b>		<b>Fax</b>																																			
	<b>Identity number</b>		<b>Population group</b>	African <input style="width: 20px; height: 20px;" type="checkbox"/>																																		
	<b>International students only: Passport number</b>			Coloured <input style="width: 20px; height: 20px;" type="checkbox"/>																																		
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<b>PERSONAL DETAILS (continued)</b>	<b>Marital status</b>	Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widow/er <input type="checkbox"/>	<b>International students only: Citizenship (indicate your country of origin)</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 60px;">Swaziland</td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td>Mozambique</td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td>Angola</td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td>Zambia</td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td>Malawi</td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td colspan="3" style="height: 20px;">Other</td> </tr> </table>		Swaziland			Mozambique			Angola			Zambia			Malawi		Other							
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Other (please specify)																											

<b>STUDENT ADDRESS</b>	<b>Physical address</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="height: 20px;"></td></tr> <tr><td style="height: 20px;"></td></tr> </table>			<b>PO Box/Private Bag</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="height: 20px;"></td></tr> </table>	
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<b>ACCOUNT PAYEE (BILLING) ADDRESS</b>	<b>Title</b> (Mr/Ms/Mrs/Dr/Rev./etc.)		<b>PO Box/Private Bag</b>	
	<b>Surname</b>		<b>Suburb/township</b>	
	<b>Full names</b>		<b>City/town</b>	
	<b>Address</b>		<b>Postal code</b>	
	<b>Suburb/township</b>			
	<b>City/town</b>			
	<b>Province</b>			
	<b>Postal code</b>			
	<b>Tel. (work)</b>			
	<b>Tel. (home)</b>			
	<b>Cellphone number</b>			

<b>PARENT/GUARDIAN/NEXT OF KIN (compulsory)</b>	<b>Title</b> (Mr/Ms/Mrs/Dr/Rev./etc.)			
	<b>Surname</b>			
	<b>Full names</b>			
	<b>Company</b>			
	<b>Relationship to student</b>			
	<b>Physical address</b>			
	<b>City/town</b>			
	<b>Province</b>			
	<b>Postal code</b>			
	<b>Tel. (work)</b>			
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ADMISSION REQUIREMENTS	<b>Types of Certificates acceptable</b>	<table style="width: 100%;"> <tr> <td style="width: 80%;">School-leaving certificate with university exemption</td> <td style="width: 20%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>National Senior Certificate (Grade 12)</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Certificate of conditional exemption on the grounds of age</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>NATED 191/NC(V) (TVET/FET Colleges' qualifications))</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Other</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	School-leaving certificate with university exemption	<input type="checkbox"/>	National Senior Certificate (Grade 12)	<input type="checkbox"/>	Certificate of conditional exemption on the grounds of age	<input type="checkbox"/>	NATED 191/NC(V) (TVET/FET Colleges' qualifications))	<input type="checkbox"/>	Other	<input type="checkbox"/>	<b>Have you ever been suspended or refused admission to any post-secondary institution?</b>						
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Yes <input type="checkbox"/>		No <input type="checkbox"/>																	
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Postal code																			
Yes <input type="checkbox"/>		No <input type="checkbox"/>																	
<b>Will you apply for subject recognition or exemption?</b>	<table style="width: 100%;"> <tr> <td style="width: 40%;">Yes <input type="checkbox"/></td> <td style="width: 20%;"></td> <td style="width: 40%;">No <input type="checkbox"/></td> </tr> </table>	Yes <input type="checkbox"/>		No <input type="checkbox"/>	<b>Please indicate whether you are a CUT staff member or a dependant of a staff member.</b>														
Yes <input type="checkbox"/>		No <input type="checkbox"/>																	
	<table style="width: 100%;"> <tr> <td style="width: 40%;">Yes <input type="checkbox"/></td> <td style="width: 20%;"></td> <td style="width: 40%;">No <input type="checkbox"/></td> </tr> </table>	Yes <input type="checkbox"/>		No <input type="checkbox"/>	<div style="border: 1px solid black; height: 30px; width: 100%;"></div>														
Yes <input type="checkbox"/>		No <input type="checkbox"/>																	



Student number

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(for office use only)

ADMISSION REQUIREMENTS (continued)

Are you enrolled at or do you intend to enrol at another tertiary institution?

Yes  No

If yes, where?

Were you previously registered as a student at another institution?

Yes  No

If yes, where?

Student no.

**Did you know?**

- CUT promotes access with success. Students are supported to become graduates that will be competent and innovative employees. Some of you will become entrepreneurs and job creators!
- The Peer Mentorship Programme in each faculty aims to provide CUT students with a supportive environment that will motivate and help you develop to maximum personal and academic potential.
- Check out the CUT Graduate Attributes online at <http://www.cut.ac.za/graduate-attributes/>

Do you have any special needs?

Yes  No

If yes, please indicate which one of the categories below is most applicable to the nature of your special needs:

Communication (talking, listening)

Multiple

Emotional (behaviour, psychological)

Physical (moving, standing, grasping)

Hearing (difficulty in hearing/deaf)

Sight (blindness, reduced vision, glasses)

Learning (difficulties in learning)

Other

In order for CUT to facilitate support, please provide details regarding the nature of your special need, e.g. use of wheelchair, crutches.

*The university must be informed of certain special needs to determine whether it is able to make special arrangements to accommodate persons with special needs. Confidential advice can be obtained from the Unit for Students with Special Needs.*

FINANCIAL SECTION

Are you applying for a loan (NSFAS)?

Yes  No

Do you intend to study with a bursary?

Yes  No

Awarded by

**Did you know?**

- CUT has a Careers Office that will equip you with the necessary competencies to successfully compete in the highly competitive labour market, namely job-hunting skills, mock interviews, etc.
- The university has its own radio station, CUT FM. Get your campus news on the air waves!



Student number

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(for office use only)

ADDITIONAL INFORMATION

I have decided to study at CUT for the following reason  
(please select only one option)

Information from CUT school visit		Internet (CUT website)	
Career shows; open days		Information from family, friends, CUT students	
Information from staff at school/faculty		Media (newspapers, radio, magazines, brochures etc.)	
Other (please specify)			

**Did you know?**

- CUT loves sport. We have great facilities and teams for netball, soccer, rugby, volleyball, hockey, basketball, tennis, table-tennis, karate, and athletics.
- The institution's Wellness Centre will take care of your health and psychological counselling, academic support, reading development, social work services, and chaplaincy services.
- The institution's Gospel Choir is a multiple-award-winning team.



<b>Student number</b>										
<table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>										
(for office use only)										

**DECLARATION BY STUDENT**

**1. I, the undersigned \_\_\_\_\_ (full names and surname) \_\_\_\_\_ (ID number), assisted by \_\_\_\_\_ (full names and surname of parent/guardian) hereby declare that:**

- 1.1 Prior to the date of enrolment, I will familiarise myself with the contents of all student rules and regulations (as contained in the Calendar – Part I), as well as all Central University of Technology, Free State policies and procedures relating to students;
- 1.2 For the duration of my studies at the Central University of Technology, Free State (CUT) I commit myself to compliance with all rules, regulations, policies and procedures of the CUT Council or any authorised body or person may announce or amend from time to time, with said rules, regulations, policies and procedures forming part of my agreement with CUT;
- 1.3 I am completing and signing this declaration and application for admission with the full knowledge and permission of my parent/guardian;
- 1.4 All particulars as provided to CUT are true and correct, failing which my registration will be cancelled with immediate and automatic effect; and that I have authorised CUT and its duly authorised verification agents to forward my personal information, as well as any information that I have provided in support of my application, to the suppliers of verification information for the purpose of verifying my personal credentials and records,
- 1.5 The agreement arising from the signing of this application, notwithstanding the place of signing, is deemed to have been concluded in Bloemfontein or Welkom, provided that this application only becomes a valid and binding agreement upon my official enrolment at the campuses in Bloemfontein or Welkom. Proof of the latter is available from the Section: Student Enrolment Services;
- 1.6 I will immediately notify the Section: Student Enrolment Services in writing of any change of address.
- 1.7 In terms of the Promotion of Access to Information Act, Act No 2 of 2000 I herewith grant permission to CUT to disclose my personal information to third parties, as deemed necessary by CUT;
- 1.8 I grant permission to CUT to submit progress reports, counselling information and other applicable information related to my studies / activities and/or counselling at CUT, to my parents and/or guardians and/or sponsors or donors.

**2. I hereby renounce any possible action against the Central University of Technology, Free State and indemnify the Central University of Technology, Free State from any claim that may arise from the following:**

- 2.1 Any loss of or damage to property, movable or immovable, including any consequential damage directly arising from damage to such property;
- 2.2 Any injury, illness or death;
- 2.3 Any event, incident or accident;
- 2.4 Any legal costs or expenses relating to claims or lawsuits arising from the specified incidents; and
- 2.5 Any costs incurred for medical treatment; where such loss, damage, illness, injury, death, event or incident arises from my visit to, training at and/or accommodation at the Central University of Technology, Free State and/or any associated tour/trip/excursion/visit/experiential training or transport that may occur during my period of study at CUT.
- 2.6 Any liability that may result from furnishing verification information from and to CUT and its duly authorised verification agents.

3. I accept that I participate in the activities mentioned in paragraph 2 at my own risk and I voluntarily accept all risks associated therewith.
4. Irrespective of any bursary or loan that has been received or is to be received, I hereby accept liability/accountability, as the responsible person, for the prompt and punctual payment of all tuition, class, residence and other fees, of whatever nature, owed to the Central University of Technology, Free State.
5. I hereby accept and confirm that I will not occupy any residence of CUT before all minimum claimable fees have been paid.
6. I hereby accept and confirm that I will not attend any classes of CUT before the minimum claimable fees have been paid, provided that no student will be considered for registration before all minimum fees have been paid and all outstanding payments arising from previous commitments have been settled.
7. I hereby accept liability/accountability for the payment of all legal fees of CUT, including attorneys' and client fees, as well as collection fees, if I should fail to honour any of my commitments with respect to payments.
8. I am aware of the fact that my enrolment is only valid if it complies with the regulations of the programme concerned, notwithstanding acceptance of this application by CUT.
9. If this application is accepted, it will constitute part of the contract with the Central University of Technology, Free State.
10. I hereby undertake to respect the provisions of the Copyright Act and I indemnify CUT from any claims that may arise from allegations of copyright violation by me as student. I furthermore undertake to purchase all original works, as required for my studies, from my personal funds, and I accept that CUT is not responsible for providing original works, copies of original works, or copyright licences on original works.

**SIGNED AT \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_.**

**SIGNATURE OF STUDENT: \_\_\_\_\_**

**NB: All student rules, regulations, policies and procedures are available upon request from the Section: Student Enrolment Services and are also available for perusal at the Library & Information Centre.**

Student Number

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(for office use only)

### DECLARATION BY PARENT/GUARDIAN

1. I, the undersigned \_\_\_\_\_ (full names and surname of parent/guardian) \_\_\_\_\_ (ID number) hereby declare that:

- 1.1 I have verified the information contained in the above form, and that the particulars contained therein are true and correct;
  - 1.2 I have familiarised myself with the contents of the declaration given by my son/daughter, and have given my permission for the concluding of the specified and consequent agreement with CUT, entered into by my minor son/daughter;
  - 1.3 I am aware of the fact that there are student rules, regulations, policies and procedures in existence that have been promulgated by the CUT Council or another authorised body or person. I confirm that I am aware that the Council or another authorised body or person may from time to time promulgate additional student rules, regulations, policies and procedures, and I agree that my son/daughter must commit himself/herself to compliance with such;
  - 1.4 I will immediately notify the Academic Structure and Student Enrolment Services Unit in writing of any change of address;
  - 1.5 My son/daughter may enter into any bursary and/or loan agreement, as well as any amendment thereof, with CUT;
  - 1.6 In terms of the Promotion of Access to Information Act, Act No. 2 of 2000, I herewith grant permission to CUT to disclose my son/daughter's personal information to third parties, as deemed necessary by CUT;
  - 1.7 I grant permission to CUT to submit progress reports, counselling information and other applicable information related to my son/daughter's studies and/or activities and/or counselling at CUT to his/her sponsors and/or donors;
  - 1.8 I, the undersigned, hereby acknowledge that the registration and participation of my son/daughter in any studies at CUT is voluntary and that such participation may (depending on the programme for which he/she registers) include, but not be limited to, research, practical evaluation, laboratory and other experiments, exposure to hazardous substances, exposure to machinery and equipment, field trips, travelling on and off campus, participation in tours, and travelling during the course of such tours, and accommodation and use of buildings and facilities of CUT or third parties ("related activities"). I furthermore acknowledge that I am aware that there are known and unknown risks and dangers inherent in his/her participation in the programme and its related activities for which he/she chooses to register, and that I understand that these risks may result in potential loss or damage to property or property in his/her possession or under his/her control and/or his/her personal injury or death, resulting not only from the actions, omissions or negligence of my son/daughter, but also from the actions, omissions and negligence of others, or from the condition of buildings, facilities, defective equipment, vehicles, procures, consumables or substances which he/she interacts with, utilises or resides in.
2. I hereby renounce any possible action against CUT, and indemnify CUT from any claim that may arise from the following:
    - 2.1 Any loss of, or damage to, property, movable or immovable, including any consequential damage directly arising from damage to such property;
    - 2.2 Any injury, illness or death;
    - 2.3 Any event, incident or accident;
    - 2.4 Any legal costs or expenses relating to claims or lawsuits arising from the specified incidents; and
    - 2.5 Any costs incurred for medical treatment, where such loss, damage, illness, injury, death, event or incident arises from my son/daughter's participation in any voluntary activity or action which is not a pre-requisite for my son/daughter's studies and/or for the obtaining of the qualification for which my son/daughter is registered at CUT; and
    - 2.6 Any liability that may result from furnishing verification information from and to CUT and its duly authorised verification agents.
  3. I accept that my son/daughter participates in the above activities at his/her own risk, and that he/she voluntarily accepts the risks associated therewith.
  4. I hereby agree that the agreement arising from the signing of this document, notwithstanding the place of signing, is deemed to have been concluded in Bloemfontein or Welkom, provided that this application only becomes a valid and binding agreement upon the applicant's official enrolment at the campuses in Bloemfontein or Welkom. Proof of the latter is available from the Academic Structure and Student Enrolment Services Unit.

SIGNED AT \_\_\_\_\_ ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_.

SIGNATURE OF PARENT/GUARDIAN: \_\_\_\_\_