



1. Please PRINT all information requested.
2. ALL sections must be completed and signed.
3. Tick the check-boxes and write "N/A" if a question is not applicable to you.
4. This application form must be completed by all who have:
 - 4.1 Not registered at Helderberg College before
 - 4.2 Registered previously but interrupted their studies for one year or more
 - 4.3 Applied but not registered within a year of acceptance
5. Applications must be accompanied by proof of payment of the application fee.
6. Applications close one month before the registration date each semester, after which a late application fee is payable.
7. Your application may be submitted in person, by mail, email or by fax.
8. **Proceed to Helderberg College only after receiving an official acceptance letter.**

FOR OFFICE USE

Programme:

Basis for Admission:

Acceptance Status:

Date:

Student No.:

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Send your application to: The Admissions Office, Helderberg College, P O Box 22, Somerset West, 7129, South Africa
 Phone: +27 21 8507500 / Fax Reception: +27 21 8507547 / Fax Admissions: 086 616 2596 / Email: enroll@hbc.ac.za

SECTION A: PERSONAL DATA

Last Name:

First Names:

Date of Birth: Gender: Male Female

Identity / Passport No.:

Language:

Nationality:

Citizenship:

Church:

Marital Status:

Race*: Black Coloured Asian Indian White

Tel./Cell No.: Fax No.:

Email:

Physical Address:

Postal Code:

Postal Address:

Postal Code:

* Information on race is only relevant for South African students and is only used for statistical purposes.

SECTION B: ACADEMIC INFORMATION

HIGH SCHOOL

Full name and address of the School where you completed or will complete High School:

[Grid for school name]

[Grid for school address]

Date of Completion: [Grid for date]

Certificate / Diploma Awarded on Completion: [Grid for certificate type]

[Grid for certificate details]

POST-HIGH SCHOOL

Name of Institution: [Grid for name]

City / Country: [Grid for location]

Degree Completed: [Grid for degree]

Duration of Study: [Grid for duration]

ENGLISH SKILLS

International students who have not received their High School education in English must show evidence of having satisfactorily completed the Test of English as a Foreign Language (TOEFL) with a score of at least 550 (paper-based test) or at least 213 (computer-based test).

TOEFL score: [Grid] Date TOEFL taken: [Grid]

If you are applying to the English Language Institute, your language level will be tested when you arrive.

Has any family member attended Helderberg College? YES NO

If yes, indicate name: _____ Relationship: _____

Year graduated: _____

SECTION C: FINANCIAL INFORMATION

Who is responsible for Expenses: Self-Sponsored Sponsored

Sponsor's Name and Address:

[Grid for sponsor name]

[Grid for sponsor address]

[Grid for sponsor address]

HOW DID YOU GET TO KNOW ABOUT HELDERBERG COLLEGE?

Website Exhibition Church Parents Friends Advertisement

Other (Specify) _____

SECTION D: PROPOSED STUDY PROGRAMME

Year:

Semester:

First

Second

1. If you start your programme in the second semester, your length of study might be extended.
2. Please tick both your study programme and the preferred concentration.

FACULTY OF ARTS

Bachelor of Arts (Communication) - 3 years

Concentration

- Corporate Communication
 Media Production

Bachelor of Arts (Psychology) - 3 years

Concentration

- Counselling
 Industrial Psychology

Bachelor of Arts (History) - 3 years

Concentration

- History
 Psychology
 English

Early Childhood Development - 1 year

This programme is offered in partnership with Boland College and accredited by ETDP Seta.

FACULTY OF BUSINESS

Bachelor of Business Administration (Accounting) - 4 years

Bachelor of Business Administration (Management) - 3 years

Diploma in Business Management - 3 years

Concentration

- Accounting
 Management
 Marketing

Diploma in Office Administration - 2 years

FACULTY OF THEOLOGY

Bachelor of Arts (Biblical Studies) - 3 years

Bachelor of Arts (Theology) - 4 years

Concentration

- Theological Studies
 Evangelism and Ministry
 Pastoral Care

ENGLISH LANGUAGE INSTITUTE

English as a Second Language

- One term
 Two terms
 Three terms
 One year

DECLARATION

I certify that the information given in this application form is true and correct, and understand that if it is found that a false declaration has been made, I may be asked to withdraw from Helderberg College. Furthermore I certify that I will adhere to the rules and principles of Helderberg College.

Signature

Date

Checklist: have you included the following documents with your application?

(Please note that all applicable documents are needed in order for your application to be processed)

- Copy of your Identity Document and a Photo (South African Students) or Copy of your Passport and a Photo (International Students).
- High School / School-leaving certificate. If you are still in your final year of High School, please submit your latest examination results. Provide certified English translations if applicable.
- Transcript. Transfer students must request an original official transcript. Provide certified English translations if applicable.
- Copy of Medical aid card (South African Students) or Valid medical insurance recognized in South Africa, including cover for doctor's and hospital fees (International Students).
- TOEFL certificate (International students who have not received their High School education in English).

One Letter of Recommendation - All students

Church Pastor or
Principal or Lecturer of last School attended, or
Employer (if you are working)

Three Letters of Recommendation - BA Theology students only

Letter of recommendation from your Conference President on a Official Conference letterhead.
Letter of recommendation from the Church Board where your church membership is held, indicating their opinion of your suitability for ministerial training.
Letter of recommendation from your local Church Pastor.

Application Fee - Proof of Payment

See financial brochure

PLEASE BRING ALONG YOUR ORIGINAL DOCUMENTS WHEN YOU COME TO REGISTER!

Banking Details

Pay by cheque, bank draft or bank transfer made out to **Helderberg College** into one of the following accounts:

- **ABSA Bank** Current Account, Acc No.: 4060394706, Branch Code: 632656, SWIFT Code: ABSAZAJCCT
- **Nedbank** Savings Account, Acc No.: 2060030587, Branch Code: 106012, SWIFT Code: NEDSZAJJ
- **Standard Bank** PlusPlan Account, Acc no.: 077198530, Branch Code: 033012, SWIFT Code: SBZAZAJJ