# Kgaswe International School

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## Academic Centre of Excellence

*Education you can Trust*


Dear Parents / Guardians,

Please note that below are the requirements needed for your child's enrollment with Kgaswe International School.

All the documentation requirements listed below are very important. The documents are required during inspections by different Ministries ,eg; Ministry of Basic Education, Ministry of Labour & Immigration, ISAB e.t.c. They are also required when there is health / medical emergency to assist the MRI Rescue Paramedics to be able to know how to assist.

Kgaswe International School requires:

1. A full set of the required for each student.
2. Please note some of the documents must be true certified

| Quantity | Description | Checked (For Official use only) |
|---|---|---|
| 1 X Once Off | P200.00 Registration Fee | |
| 1X | Copies of Academic Reports<br>*Term 1 & 2 if the 3rd Term report is not available OR*Term 2 & 3 | |
| 1X | Copy of Residence Permit (if non-citizen) | |
| 1 X | Passport / ID Omang***(picture and details page)***<br>****For both the Student and the Parent / Guardian*** | |
| 1X | Copy of Birth certificates | |
| 1or 2 X | Proof of Residence<br>• Confirmation letter from workplace<br>• A stamped Letter from the Local Kgotla.<br>• Please note, whereby the Parent and the child stay in different locations, then **2** proof of residence is needed. | |
| 1 X | A reference letter / Confirmation letter ( explaining thechild's Character or behavior | |
| 1 X | A transfer letter from the previous school.<br>(Except for the Standard 7's) | |
| 1X | Medical Letter / Form<br>(For those with Health Conditions) | |
| 1 X | School fees Clearance Letter from the Previous School | |

Please ignore the above if all this documents were submitted to the office before.

Please note; all documents must be submitted to the office on or before the given dates on the Acceptance Cover Pack provided.

Thank you.

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(School Secretary)