



LE - AMEN

EDUCATION CENTRE
REG NO 252437
SINCE 1995
2012

PO BOX 1252 TEL: (011) 958-0366
RUIMSIG 958-0532
1732 FAX: (011) 958-1945

JOSHUA 24:15 ...BUT FOR ME AND MY HOUSE, WE WILL SERVE THE LORD.

THE LE-AMEN EDUCATION CENTRE IS REGISTERED WITH THE DEPARTMENT OF EDUCATION, AS WELL AS THE I.E.B. LE-AMEN SERVES AS A CURRICULUM PROVIDER, MONITOR AND SUPPORT CENTRE FOR HOME-SCHOOLERS FROM GRADE 0-12. THE EDUCATION OF THE STUDENTS REMAINS THE RESPONSIBILITY OF THE PARENT. REGISTRATION AT THE DEPARTMENT REMAINS THE PARENTS' CHOICE.

1. GENERAL

- 1.1 A REGISTRATION NUMBER IS ALLOCATED TO EACH FAMILY.
- 1.2 SHOULD THE STUDENT, AT ANY STAGE DECIDE TO RETURN TO SCHOOL, ALL THE NECESSARY DOCUMENTS WILL BE SENT TO THAT SPECIFIC SCHOOL.
- 1.3 BOOKS CAN BE ORDERED. THE DEPOSIT SLIP MUST BE FAXED TO US. WE USE SPEED SERVICES TO DELIVER THE BOOKS AS SOON AS POSSIBLE, WHICH WILL BE DEPOSITED TO YOUR ACCOUNT.
- 1.4 FOR FURTHER INFORMATION, CONTACT THE OFFICE TO ARRANGE AN APPOINTMENT WITH MR. WILLEMS, IF NECESSARY.

2. GRADE 0 - 10

- 2.1 PARENTS OF STUDENTS WANTING TO ENROLL AT LE-AMEN MUST HAND IN THE SIGNED Z9 FORM AND RETURN IT IMMEDIATELY.
- 2.2 EACH PUPIL RECEIVES WORK SCHEMES, EVALUATION FORMS AS WELL AS TESTS / EXAM PAPERS WITH MEMORANDUMS FOR THE SPECIFIC GRADE.
- 2.3 WORK OF EACH STUDENT IS SENT TO LE-AMEN AT THE END OF THE 2ND & 3RD TERM. IT IS THEN MONITORED BY QUALIFIED TEACHERS. **NB! THIS IS COMPULSORY.** A COMPLETE REPORT WILL BE SENT TO THE PARENTS, GIVING AN OBJECTIVE VIEW OF THE STUDENT'S WORK. RECOMMENDATIONS, ADVICE AND GUIDANCE WILL BE PROVIDED.
- 2.4 MARK SHEETS OF THE FOUR TERMS ARE HANDED IN. IT WILL BE PROCESSED AT THE END OF EACH TERM. ONLY STUDENTS ADHERING TO THE ABOVE MENTIONED REQUIREMENTS, WILL RECEIVE AN OFFICIAL REPORT AT THE END OF EACH YEAR.

3. MATRIC GRADE 11/12

- 3.1 STUDENTS WANTING TO ENROLL AT LE-AMEN FOR GRADE 11/12 CANNOT REGISTER UNTIL THEY HAVE OBTAINED OUR MATRIC MANUAL AND HANDED IN THE SIGNED Z10 FORM.
- 3.2.1 STUDENTS WHO HAVE COMPLETED THEIR GRADE 10, AND HAVE BEEN SUCCESSFULLY APPROVED BY LE-AMEN, WILL BE PERMITTED TO CONTINUE THEIR I.E.B MATRIC AT OUR CENTRE.
- 3.2.2 DURING JULY A COMPULSARY WEEK-LONG WINTER SCHOOL MUST BE ATTENDED WHERE PRACTICAL WORK, ORAL, PORTFOLIOS ETC. WILL BE FINALIZED. MONTHLY ASSIGNMENTS ARE SUPPLIED AND MARKED BY LE-AMEN. **A MINIMUM AVERAGE OF 50% IS REQUIRED OF EACH STUDENT TO ENSURE ADMITTANCE TO THE EXAM.**
- 3.3 NB! EXAMS HAVE TO BE WRITTEN AT LE-AMEN DURING OCTOBER/ NOVEMBER

5. FEES

- 5.1 REGISTRATION FEE: GR 0-10 R1000 PER PUPIL
GR 11/12 R3000 PER PUPIL
- 5.2 ANNUAL FEE PER PUPIL
GR 0 - 10 R3000
GR 11/12 (IEB) R7000
- 5.3 BOOKS: MUST BE ORDERED AND PAID FOR SEPERATELY THROUGH BOOK SHOP. SEE BANKING DETAILS ON BOOK LISTS.
- 5.4 LE-AMEN BANKING DETAILS: FIRST NATIONAL BANK FEATHERBROOKE
BRANCH 2 5 0 7 4 1 ACCOUNT NUMBER 5 0 4 0 0 6 3 3 7 2

NB !!!! NO REFUNDS