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## 2023 Registration Form and Contract

Name: \_\_\_\_\_

Please select your course/s:

- Ladies Wear Design & Construction 1 (Beginner)
- Ladies Wear Design & Construction 2 (Intermediate)
- Ladies Wear Design & Construction 3 (Advanced)
- Men's Wear Design & Construction – Informal Wear
- Men's Wear Design & Construction – Formal Wear
- Children's Wear Design & Construction
- Stretch Wear Design & Construction
- Design Course for Teens (10 – 17 years)
- Fashion illustration
- Open Class:  10 classes  20 classes  30 classes  40 classes
- Handbag course
- Home Accessories course – Sewing only
- Home Accessories course – Patternmaking and sewing
- Lingerie & Sleepwear Design & Construction
- Lingerie Design & Construction
- Beachwear & Resortwear Design & Construction
- Ladies Swimwear Design & Construction
- Course Extension:  10 classes  20 classes  30 classes  40 classes
- Design & Construction Combination Course (Mix any of our Design & Construction courses, Beginner – Advanced Levels)  
 10 classes  20 classes  30 classes  40 classes

**Amount of classes you would like to register for per week:(Minimum 1)**

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*\*Eg. If 1 class is done per week it will take 1 year to do 40 classes  
If 2 classes are done per week it will take +- 6 months to do 40 classes, etc*

**Please note:**

\*Space is kept for each student only for the duration of the course, and **only in the selected class/es.**

\*We do not allow catch-up classes or classes on different days than the class/es you have registered for, for any reason whatsoever. Spaces in other classes are reserved for our other students so please ensure that your schedule allows for you to attend your selected class/es each week.

\*If a student cannot make it to a class the class is forfeited at the student's expense.

\*Switching your class to a different day can only be done at the start of a new term, and if it can be accommodated. The student is still liable for payment while waiting to be switched to a different day and the course will still end at the original date of registration.

\*Please sign that you acknowledge and understand that missed classes are forfeited at your own expense before continuing with your registration.

Sign: \_\_\_\_\_

**Please select your class/es:**

Monday 9.00 – 11.30			Monday 17.30 – 20.00
Tuesday 9.00 – 11.30			
Wednesday 9.00 – 11.30		Wednesday 12.00 – 14.30	
Thursday 9.00 – 11.30		Thursday 12.00 – 14.30	
Saturday 9.00 – 11.30		Saturday 12.00 – 14.30	

**Student details:**

Title: \_\_\_\_\_

First name: \_\_\_\_\_

Middle names: \_\_\_\_\_

Surname (& previous surname if married or changed): \_\_\_\_\_

ID number: \_\_\_\_\_

Passport number (if not South African): \_\_\_\_\_

Date of birth: \_\_\_\_\_

Gender: \_\_\_\_\_

Marital status: \_\_\_\_\_

Age: \_\_\_\_\_

Disability or any Medical issues: \_\_\_\_\_

Cell number (+ Whatsapp): \_\_\_\_\_

Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

Home physical address: \_\_\_\_\_

Postal address: \_\_\_\_\_

Work Physical address: \_\_\_\_\_

Home phone number: \_\_\_\_\_

Work phone number: \_\_\_\_\_

Next of kin: \_\_\_\_\_

Next of kin contact details: \_\_\_\_\_

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**Person responsible for payment: (if different from student)**

Name & Surname: \_\_\_\_\_

ID number: \_\_\_\_\_

Passport number: (if not South African): \_\_\_\_\_

Cell number: \_\_\_\_\_

Place of work: \_\_\_\_\_

Work phone number: \_\_\_\_\_

Fax number: \_\_\_\_\_

Work Physical address: \_\_\_\_\_

Home Physical address: \_\_\_\_\_

Postal address: \_\_\_\_\_

Email address: \_\_\_\_\_

Students have the option of using our machines in class, or bringing their own:

Do you need to use one of our sewing machines in class: \_\_\_\_\_

Give a brief description of your current knowledge and/or experience of sewing and design:

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#### Terms & Conditions:

\* By completing and submitting this registration, you acknowledge, understand and agree that you are liable for full payment of the course that you have signed up for, and further acknowledge, understand and agree to all the terms and conditions contained herein.

\* Monthly payments are not determined or affected by the student's attendance rate – missed **classes are forfeited at the student's own expense** and full installments are due every month. i.e. students **can not skip classes during their course to save money**. The classes are not offered on a "pay-as-you-go" basis – the courses run for consecutive months and full consecutive monthly payments are due for the full cost of the course you sign up for, whether you can attend all classes or not.

\* Monthly fees are payable by or on the 1st of every month. 5% interest will be charged for late payments.

\* Space is kept for each student in the selected class/es only, and only for the duration of the course that the student has signed up for.

\* No catch-up classes will be granted in any of our other classes to make up for missed classes, for any reason whatsoever. **Spaces in other classes are reserved for other students**. Notes can be provided for homework upon request, in order to finish off by the date that the course time lapses.

\* UberGlam reserves the right to cancel your student membership should late coming or missing classes become an inconvenience and problem

\* Should a student not be committed to attend his/her classes and be absent from class for 30 days without notification and payment, it will be assumed that the student has dropped out, and UberGlam reserves the right to cancel the student's membership. The student will still be held liable for full payment of the course or until such time that a replacement student has been found.

- \* Students who come to class under the influence of alcohol or any other substance shall be expelled immediately.
- \* No weapons are permitted on our premises. Students who come to class with any weapons shall be expelled immediately.
- \* No course cancellations& no refunds will be issued.
- \* Your course may be changed to a different course but cannot be cancelled or moved to a different date if you cannot attend your course. Space is kept for the student for the full duration of the course that he/she signs up for and he/she is therefore responsible for payment for the full duration of that period.
- \*Switching your class to a different day can only be done at the start of a new term, and if it can be accommodated. The student is still liable for payment while waiting to be switched to a different day and the course will still end at the original date of registration.
- \*Should a student not finish a course due to missing classes, arrangements can be made for a course extension, at the student's expense – or the notes and fabrics can be provided to complete the course at home. For a course extension the student will need to book and pay for a full extra term though (ie. minimum of 1 x class per week for 1 x term = 10 x lessons), as we can unfortunately not place a student for just 1 or 2 extra lessons in a new term to finish off a course. All course extensions are charged at the "Open Class" rate.
- \* Upon signature of this registration form, you grant UberGlam and/or its representative the authority to effect a credit check on you/the person responsible for payment's name should the need arise to collect any outstanding payments.
- \*Any legal fees for the collection of outstanding payments will be charged to the student as well as interest on the outstanding amount.

Domicilium address: (This is the address for service and delivery of legal documents if necessary. Letters and notices can be served on this address and you will be deemed to have received them, even if you did not in fact do so.)

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I hereby confirm that I have read and understood, and agree to all the terms and conditions contained in this form, and that this registration form serves as my legal and binding contract with ÜberGlam

**Signed at:**

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**Date:**

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**Signature of Student:**

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**Signature of person responsible for payment:**

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**(if different from student)**