



## ADMISSIONS PROCESS

### COMPLETE THE APPLICATION FORMS

**Printed application forms:** Our application forms are available from the Lebone II Reception or Admissions Offices (during office hours Monday to Friday, 07h30 – 16h30) Forms can be also be downloaded from [www.lebonecollege.co.za](http://www.lebonecollege.co.za)

**Online Applications:** Online applications can be completed at [www.lebonecollege.co.za](http://www.lebonecollege.co.za). Online applications cannot be submitted without all supporting documents uploaded in digital format.

**Important:** Please ensure that your information is correct – From 2020 the Lower School is Grades R to 7, the Upper School is Grades 8 – 12.

**Submission:** All forms must be completed in full and submitted with all supporting documents before the closing date.

### PAY THE APPLICATION FEE

**Fee:** The application fee is R100.00

**Important:** No application will be processed without payment of the application fee.

**Physical submissions:** Application Fee can be paid in the following ways:

- At the school with credit card or cash on submission of the application form, or
- Into the Lebone II bank account: Lebone II College, ABSA Bank, Branch Code 632005, Account number 4048 3093 61, Reference: Child's name and surname

**Online submissions:** The application fee will be required to be paid by credit card on submission of the application.

### ASSESSMENTS & INTERVIEWS

**Admission Assessment Exam/ Tests:**

Grades R to 7: Following the submission, prospective students will be booked for an assessment at the Teaching and Learning Centre. The assessment will last between 30 minutes and an hour.

Grades 8 to 12: Following the submission your child will be booked for an Admission Assessment Exam. This exam will last between 2 and 3 hours. This assessment will be followed by a 30 to 40 minute interview with College Management.

**Successful Testing Applicants:** Successful tested applicants are invited with their parents or guardians to the Executive Head's interview.

**Final Successful Applicants:** An offer of a place at the school is made in writing.

### PAY THE ACCEPTANCE FEES

**Acceptance of Offer:** In order to accept an offer from the school, a non-refundable acceptance fee of R1000 and the development levy must be paid upfront for the student to be registered. This amount must be deposited into the Lebone II bank account: Lebone II College, ABSA Bank, Branch Code 632005, Account number 4048 3093 61, Reference: Child's name and surname

### ACCEPTED STUDENT INDUCTION

**Induction:** An induction will be held for accepted students and their parents/ guardians near the end of the year prior to the year of starting at Lebone II College