



## APPLICATION PROCEDURE

Complete the online Application Form via the link <https://adam.cliftonschoo.co.za/apply> and submit.

1. After you have submitted the application and it has been approved by our Admissions Secretary, you will receive an email with instructions on how to upload your supporting documents via the Parent Portal. You will also receive a consent for credit check document for your authorization.

Please upload the following documents in support of your **application** under **Upload Family Documents** feature:

- A copy of your son's unabridged birth certificate
- A copy of both parents ID's
- A copy of a recent school report (if applicable)
- A signed copy of a consent for credit check document.

### **Scholarship application**

A number of scholarships are available exclusively for **Grade 7 pupils entering Grade 8**. Should you wish to apply for a scholarship for your son/s, please submit further information as listed below.

Please upload the following documents in support of your **scholarship application** under **Upload Pupil Documents**:

- A CV to this application, in which you outline your achievements in support of your submission. You do not need to include additional documentation or copies of certificates, although the School reserves the right to call for this document if necessary.
- A short essay in which you motivate your application for a scholarship. Include your strong points and the value that you believe you will add to our school.

2. Please note that an Application Fee of R600.00 is required and should be paid into the following account:

**Clifton School**

**Nedbank**

**164826**

**1648137946**

**Ref: (Surname, Grade of Entry, Year of Entry)**

\*\* Please upload a Proof of payment of application fee via the parent portal.

Executive Headmaster: David Knowles BA (Hons), HDE (Rhodes), FDE (CESA)

College Principal: Hubert Goedeke BA (Hons), HDE (UKZN, Pietermaritzburg)

Preparatory School Principal: Victor White BA (Unisa), HDE (JCE)

Clifton School NPC 102 • Lambert Road • Durban • South Africa • 4001

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Member of the Independent Schools Association of Southern Africa (ISASA) • Member of the Southern African Heads of Independent Schools Association (SAHISA)

(Co. Reg No. 2000/006079/08 • NPO No. 031 - 244)

3. Once all the above have been submitted, our Admissions Secretary will acknowledge receipt of your completed application.
4. The year before admission, applicants and their parents will be invited to our Open Morning (Grades R-7) or Open Evening (Grade 8). These are usually held in early February/March each year.
5. Applicants from Grades R-3 will be invited to an interview with the Deputy: Foundation Phase, Grades 4-7 families will meet the Principal of the Preparatory School and appointments will be made for all Grades 8-12 applicants with the College Principal. The Deputy Principal: Marketing will take each family on a tour of the campus.
6. Upon acceptance, an Acceptance Fee will be required to secure the place.
7. Please note that it is essential that we are notified of any changes in personal details in order to facilitate communication. This can be done via The Parent Portal.
8. For any further information or assistance regarding the application process, kindly call +27 31 312 2147 or email Lisa Pillay ([lpillay@cliftonschoo.co.za](mailto:lpillay@cliftonschoo.co.za)).
9. For any further information regarding our wonderful school, kindly call +27 31 312 2147 or email Barry Mezher ([bmezher@cliftonschoo.co.za](mailto:bmezher@cliftonschoo.co.za)).