



16 Doncaster Road  
Newmarket  
Alberton  
1449  
011 907 3273  
lhea@advancedtraining.co.za  
www.advancetraining.co.za

## LHEA FINANCIAL AGREEMENT

### Service Fees:

1.1 Service fees are billed monthly and are payable in advance by the 3<sup>rd</sup> of each month. Failing to do so would constitute a breach of the Home school Service agreement according to point 2.5 under the headings "Materials" and 2.7 "Cost" of the Home School Service Agreement.

1.2 Billing for the first child is **R285.00**, second child is **R270.00**, the third child is **R260.00** per month and thereafter any additional children will be billed at **R245.00** per month. (Fees increase annually on 1<sup>st</sup> January)

1.3 Debit order runs will take place on the first day of each month.

2. Please ensure that if you want to de-register, transfer your child/children to a school or if your child has graduated, etc., we will require one months notice in writing. Any written notification sent after the 3<sup>rd</sup> will be liable for an additional month's service fees.

4. Should you wish to re-register, please note that the following re-registration fees apply:

**AEE: 0 to 3 months after de-registration: R550.00**

**4 to 11 months after de-registration: R995.00**

**12 months or longer: R1734.54.**

**LHEA: R1040.00 (full fee)**

5. A collated PACE order is processed once a month on dates specified by LHEA, except in JULY, DECEMBER & JANUARY, when no orders are processed as LHEA is closed for the school holidays.

6. All orders for curriculum, must reach the LHEA office before 12h00pm on the deadline dates, together with proof of payment

7. Any orders that are not paid for on or before the date on which payment is due will not be processed.

8. Any orders placed for more than a term's work (3 PACEs per subject), will require the service fees be paid upfront for that period as well.

9. Outstanding monthly fees will be deducted first. The full order amount is required before we can process any orders.

I am aware of the above requirements regarding service fees.. I am also aware that my home school will be put on hold if service fees are in arrears of one month, and de-registered if service fees are in arrears of three months. I am also aware that my home school may be de-registered if academic work is not sent in for a period of six consecutive months.

By signing this Agreement, I hereby acknowledge and confirm that I understand and accept the terms and conditions of the LHEA Financial Agreement.

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

Signature: \_\_\_\_\_ Contact Details: \_\_\_\_\_

*Please make a copy of this form for your records*

