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### **Document Checklist for Application**

1. Department of education application form pg.1 and pg.2  
(Attached)
2. Completed and signed - Jbay Academy contract form (Attached)
3. Birth Certificate of Learner
4. IDs of both parents **and** Account payer (*If different*)
5. Most recent report card of the learner
6. Transfer documents (From Grade 1 to 7, from pervious school student was enrolled in)
7. Bank statements for 3 months  
(**Both parents & Account payer**)
8. Payslips for 3 months  
(**Both parents & Account payer**)
9. Proof of address (W&E account or rental agreement)
10. Immunisation records
11. Affidavit if any parent is unemployed of have no bank account

*Please ensure the above-mentioned documents are ALL included in your application for this year.*

**Without these documents fully completed and added your application will not be considered.**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_