



ST ALBAN'S COLLEGE

**ST ALBAN'S COLLEGE
2021 INFORMATION PACK**

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OUR VISION

St Alban's College is a learning community of boys, staff and parents. We are forward looking, committed to quality and service, and we pursue innovative strategies and encourage personal responsibility in the interest of all-round development of the boy as he journeys towards manhood.

OUR VALUES

St Alban's College is an Anglican Church School that strives after Christian values. These, held in common with people of other faiths, include compassion, courage, and a commitment to what is right. We aim to create a just, peaceful, united, positive, happy and caring community.

OUR MISSION

We dedicate ourselves to a stimulating, balanced programme, which is sensitive to the needs of individual students, encourages them increasingly to assume responsibility for themselves and which promotes an ethos that learning is enjoyable.

We aim to lead in the effective development and use of innovative learning systems, turning our educational ideas into reality. We strive to be at the leading edge of appropriate technology enabling us to access and exchange information.

We aim to equip students with the life skills which will enable them to make a positive contribution in an open and dynamic global society. We accept our responsibility to the wider educational field; and with those concerned, to develop innovative programmes for the community at large.

1. ST ALBAN'S COLLEGE APPLICATION PROCESS SUMMARY



GRADE 8 (FORM 1) APPLICANT

STEP ONE

Enquiry made, application received and completed, followed by interview and tour of the College.

STEP TWO

Application form to be completed and returned with:

- School Report
- Birth Certificate
- Parents ID's
- Admin Fee Payment – R500.00
- Credit Check

STEP THREE

- Interviews with applicant will be held between September and Experience Day.
- Experience St Alban's (ESA) Booking Forms sent.
- Applicants must ensure that an ESA Booking Form has been completed to secure a place.
- Applicant to attend ESA and write a benchmark test.
- Offers sent between March and April in the same calendar year as ESA

STEP FOUR

- Scholarship Programme Invitation (March - April)
- Scholarship Programme (March - April)
- Scholarship Awards Offered (March - April)
- Scholarship Awards Accepted (March - April)
- Enrolment requirements to be completed by families (Enrolment Contract and non-refundable Enrolment Levy Fee Payment should be received by the ISASA date, in order to secure a place for the following year).

STEP FIVE

- Welcome Pack sent by late September/early October: House information.
- Uniform.
- Fees.
- Other relevant information to follow (to be sent in September/December).

NEW APPLICANT DURING THE YEAR

STEP ONE

Enquiry made, application received and completed, followed by interview and tour of the College.

STEP TWO

Application form to be completed and returned with:

- School Report
- Birth Certificate
- Parents ID's
- Admin Fee Payment – R500.00
- Credit Check

STEP THREE

Application to Headmaster – awaits his feedback.

The following process may take place at the Headmaster's discretion:

- | | |
|-------------------------|-----------------------|
| • Benchmark Test | • NO Benchmark Test |
| • Interview and Tour | • NO Interview |
| • Offer Letter sent | OR • NO Offer Letter |
| • Acceptance in writing | • Response in writing |

STEP FOUR

- Complete Enrolment requirements (Enrolment Contract and non-refundable Enrolment Levy Fee Payment) and secure place for the current or following year.

STEP FIVE

- Welcome Pack sent by late September/early October: House information.
- Uniform.
- Fees.
- Other relevant information to follow (to be sent in September/December).

2. STEP-BY-STEP APPLICATION PROCESS



STEP 1: GETTING TO KNOW ST ALBAN'S COLLEGE

- Visit our stand at one of our expos at various shopping centers in and around Pretoria.
- Send your Grade 7 son to our open day, Experience St Alban's.
- Meet us at one of our feeder prep schools, who host a visit with us every year:
 - Pridwin Preparatory School (www.pridwin.co.za)
 - St Paulus Primary School (www.stpaulus.co.za)
 - St Peter's Boys Prep School (www.stpeters.co.za/boys-prep)
 - The Ridge School (www.ridgeschool.co.za)
 - Waterkloof House Preparatory School (www.whpsschool.com)
- Visit the College at a time convenient to you, call our Admissions office to book an appointment: +27 (0)12 348 1221
- Visit our website: www.stalbanscollege.com

STEP 2: PROVISIONAL APPLICATION

This means that you are interested and that you genuinely wish to consider St Alban's College as your school of choice. Provisional Applications should be made by March each year.

STEP 3: BENCHMARK TESTS

To be considered for a place, all boys are required to write Benchmark Tests to facilitate the Admissions and Scholarship Selection process.

These tests are written as part of the *Experience St Alban's* programme held in March annually.

STEP 4: PLACES OFFERED

Places will be offered by the end of March annually. The completed Enrolment Contract, together with Enrolment Levy Fee's should be received as confirmation of acceptance.

SCHOLARSHIPS

Selected candidates will be invited to attend the Scholarship Selection Programme which takes place on 24 March 2021 and offers will be made to a limited number.

3. ADMISSIONS POLICY



2.1 FORM 1 (GRADE 8) BOYS

We are a "rolling application school" and therefore process applications as they are received and fill forms (grades based on the availability in each form (grade)).

We do consider the following when perusing applications:

1. Boys who have been wait-listed.
2. Old boys' family members.
3. Scholarship applications.
4. Feeder school applications.

Right of Admission is reserved, admissions are solely at the Headmaster's discretion.

2.2 FORM 2-4 BOYS

All applications for boys in Forms 2-4 (Grades 9-11) are evaluated individually. Entrance is only considered should a place become available. Boys must pass an entrance exam and be interviewed by the Headmaster.

We DO NOT accept boys in Form 5 (Grade 12)

4. 2021 FEE SCHEDULE



ADMIN FEE

This is a non-refundable fee paid by all applicants: R500.00

NON-REFUNDABLE ENROLMENT LEVY (effective until January 2021)

Day Scholars: R 50,200.00

Boarders: R 88,300.00

NON-REFUNDABLE ENROLMENT LEVY for ENTRY IN 2021 (effective until January 2022)

Day Scholars: R 51,700.00

Boarders: R 90,950.00

FEES FOR 2021	Per Term (3 Terms)	Per Annum
Tuition	R 51,700.00	R 155,100.00
Boarding & Tuition	R 90,950.00	R 272,850.00

- An early payment incentive may be discussed with our Accounts Department. Payments must be made in advance before the first day of each term.
- If you are a CURRENT parent and already have a son at the College, please contact us to discuss the Enrolment Levy, as special arrangements are made per family.
- Please note that credit card payments are no longer accepted.

PAYMENT METHOD

It is possible and preferable for all payments to be made directly into the St Alban's College bank account:

Account Name: St Alban's College
Bank: Standard Bank of South Africa
Bank: Pretoria
Branch Code: 010045
Account Number: 010 621 733
Reference: SON'S SURNAME, FIRST NAME (e.g. Samuels, Karabo)

Please scan or email a copy of the deposit slip for the attention of the Accounts Department: admissions@stalbanscollege.com

FEES AND OTHER CHARGES

a. While the College Council hopes to maintain the published scale of fees and charges, unforeseen circumstances and rising costs may, from time to time, necessitate changes. The Council therefore reserves the right to alter all or any of the fees or charges at its discretion subject to one term's notice.

b. All queries with regard to College fees are dealt with by our Financial and Commercial Director, Tracy Mc Donald (mcdonaldt@stalbanscollege.com).

c. Textbooks and stationery can be purchased from our Book Room at the start of each year. Stationery can also be bought from the College during the course of the year

PAYMENT OF FEES AND WITHDRAWAL OF PUPILS

Fees itemized on the schedule are, together with any extras outstanding from the previous term, payable strictly in advance at the beginning of each term.

One term's written notice of termination of the enrolment of a pupil shall be given by the applicants, failing which, the pro-rata refund of the Enrolment Levy shall be forfeited, and the applicant shall also be liable to the College for the full amount of the following term's fees, which shall be due and payable to St Alban's College.

5. 2021 CALENDER



We are a 3-term school.

Term dates for 2021 are as follows:

Term 1	1 February– 31 March
Term 2	28 April – 6 August
Term 3	7 September – 1 December

Detailed term dates for 2021 are also available on our website. During each term there is a break for the Half-term Exeat.

A detailed term calendar is sent to parents and issued to pupils at the start of each term.

SCHOOL HOURS:

School hours are from Monday to Friday, 07:15 - 17:30 (boys may leave earlier if they have fulfilled their commitments). The afternoon programme is provided in the term calendar.

Matches are played on Saturdays and Boarders are allowed to go home after the last match, and to return at 18:30 on Sunday evening for a Chapel service at 19:00.



ENTRANCE SCHOLARSHIPS

These are awarded annually on the basis of performance in the Scholarship Examination, which is usually written on the second weekend in May. Based on performance in our Entrance Examination (written in March), the St Alban's College Entrance Examination or on the recommendation of a boy's Prep School Head, the Headmaster will invite selected boys to write the Scholarship Examination.

Examination: written papers in English and Mathematics are based purely on Grade 6 work, a prepared speech and an interview with senior staff.

Conditions: these scholarships are awarded on academic performance only. All awards are for the scholar's whole career at St Alban's College, up to Form 5 (Grade 12), provided that conduct and industry are satisfactory. There will be a maximum of eight Entrance Scholarships awards each year. The right to not make awards, or awards to the amounts stated in any year, is reserved.

Exhibitions: these are awarded annually on the basis of a demonstrated talent in scholarship, sport or music. These awards are usually granted on entry to St Alban's College. Sports for which we award Exhibitions include cricket, rugby, hockey and water sports/aquatics.

Awards: there will be a maximum of eight such awards per year group of values ranging from 10% to 50% of tuition fees.

Eligibility: prospective parents who wish their sons to be considered for such an award should submit a 1-page detailed curriculum vitae of their son's achievements, with the names and contact details of at least three referees.

Exhibitions for Music: additional Exhibitions for Music may be granted at Form 3 (Grade 10) level, due to our long-standing relationship with the Drakensberg Boys' Choir School.

Bursaries: funds are available each year for financial assistance to families in need. Applications for bursaries should be made to the Headmaster in a letter of motivation, during the first half of the preceding year for which the bursary is required. Bursaries are awarded on the basis of need and talent.

7. SUBJECTS OFFERED AT ST ALBAN'S COLLEGE



Form 1 (Grade 8)	Form 2 (Grade 9)	Form 3 (Grade 10)	Form 4 (Grade 11)	Form 5 (Grade 12)
Compulsory Subjects: Accounting Business Studies English Geography History Information Technology Life Orientation Mathematics Natural Sciences	Compulsory Subjects: Accounting Business Studies English Geography History Information Technology Life Orientation Life Sciences Mathematics Physical Sciences	Compulsory Subjects: Life Orientation Mathematics/ Mathematical Literacy	Compulsory Subjects: Life Orientation Mathematics/ Mathematical Literacy	Compulsory Subjects: Life Orientation Mathematics/ Mathematical Literacy
Form 1 (Grade 8) First Additional Language	Form 2 (Grade 9) First Additional Language	Form 3 (Grade 10) First Additional Language	Form 4 (Grade 11) First Additional Language	Form 5 (Grade 12) First Additional Language
One of the following may be chosen: Afrikaans isiZulu Sepedi Immigrant Status *	One of the following may be chosen: Afrikaans isiZulu Sepedi Immigrant Status *	One of the following may be chosen: Afrikaans isiZulu Sepedi Immigrant Status *	One of the following may be chosen: Afrikaans isiZulu Sepedi Immigrant Status *	One of the following may be chosen: Afrikaans isiZulu Sepedi Immigrant Status *
Form 1 (Grade 8) Elective Subject	Form 2 (Grade 9) Elective Subject	Form 3 (Grade 10) Elective Subjects	Form 4 (Grade 11) Elective Subjects	Form 5 (Grade 12) Elective Subjects
One of the following may be chosen: Dramatic Arts French Music Visual Arts	One of the following may be chosen: Dramatic Arts French Music Visual Arts	Any of the following 3 may be chosen: Accounting Business Studies Computer Applications Technology Dramatic Arts French Geography History Information Technology Life Sciences Music Physical Sciences Visual Arts	Any of the following 3 may be chosen: Accounting Business Studies Computer Applications Technology Dramatic Arts French Geography History Information Technology Life Sciences Music Physical Sciences Visual Arts	Any of the following 3 may be chosen: Accounting Business Studies Computer Applications Technology Dramatic Arts French Geography History Information Technology Life Sciences Music Physical Sciences Visual Arts

* Immigrant Status

What is "Immigrant Status". An immigrant candidate is:

(a) a child or a dependent of a diplomatic representative of a foreign government accredited in South Africa; or

(b) a person who:

(i) first enrolled at and entered a South African school in Grade 7 or a more senior grade, or

(ii) having begun his or her schooling at a school in South Africa, has attended school outside South Africa for two or more consecutive years after Grade 3 or its equivalent, and as subsequently returned to South Africa.

An immigrant pupil must offer English and another subject (in Forms 3, 4 and 5) in lieu of the one South African language that is not offered. An application form for Immigrant Status must be completed and submitted to the College at the time of enrolment. This application will require additional supporting documentation.

8. CONTACT DETAILS



Thank you for considering St Alban's College as the school of choice for your son. Should you require any further information, please do not hesitate to contact the Admissions Administrator or visit our website for details.

Website: www.stalbanscollege.com

Email: admissions@stalbanscollege.com

Telephone: +27 (0)12 348 1221

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