



**2023**

**APPLICATION  
FORM**

**TRAINING FOR LIFE AND MINISTRY**





Application Package for training and accommodation services from  
***Timothy Ministry Training***  
for the 2023 academic year.

**Please note:** The information in this document is subject to change due to the nature of the Covid-19 pandemic and how it may influence our program in 2023. Certain changes might have to be made to our program and structure in order to adhere to national and/or provincial guidelines and to ensure we are pro-active in flattening the curve of the virus. Information with regards to any changes will be made available as soon as it is possible. Thank you for your understanding.



This Application Form is for prospective students who wish to apply for admission to the Timothy Ministry Training (“TMT”), a non-profit company based in Wellington, that provides ministry training, as well as accommodation and services to registered students.

## 1 APPLICATION PROCESS

The following steps are required to apply to TMT and for us to process your application:

- Step 1:** Applicants must complete and sign this Application Form and submit it (via post or e-mail) with payment of the non-refundable Admin Fee of R300.00 on submission of their Application Form.
- Step 2:** Once we have received the completed Application Forms we schedule an interview with each Applicant. After conducting interviews and considering the Application Forms, TMT will finalise which Applicants will be accepted into their selected program.
- Step 3:** TMT will send successful candidate’s a Letter of Acceptance detailing further steps to be taken by those Students and confirmation of curriculum, accommodation, fees and deposits required by TMT. Unsuccessful candidates will be notified.
- Step 4:** After a student has been interviewed and accepted, that student has a month’s time (4 weeks) to pay their deposit to us. Your deposit will ensure your place in the program. Students are to make payment of the fees and deposit detailed in their Letter of Acceptance to TMT no later than 1st of December 2022, even if your interview does not commence a month before that. These fees are paid prior to the start of their year, which starts on: 23 January 2023. If you are making use of the TMT accommodation we require of you to move in on 21 January 2023 between 09:00 & 12:00.

Please note that the starting date and the terms for 2023 will be confirmed in the last quarter of 2022, and all applicants will be notified of these dates when they are available.

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1 TMT requires a non-refundable deposit that is equal to a monthly instalment of Fees. The deposit will be used the following year as the last (December) instalment. \*Interviews which take place after 1 November 2022 will need to be paid before 9 December 2022.

## 2 TMT OFFERS THE FOLLOWING SERVICES

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- > The Timothy Ministry Training (TMT) is a one year intensive discipleship training program that trains you for life and ministry. As part of Joshua Generation Church ([www.joshgen.co.za](http://www.joshgen.co.za)) the program's objective is to train men and women for the work of ministry in the context of the local church through theoretical training and practical experience.
- > Full time accommodation on campus (Self Catering)
- > Photo copy facilities & printing services;
- > Information Technology Service (Network set-up; Internet Access setup);
- > Internet access Service.

## 3 TRAINING

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- 3.1** Prospective students apply for a one year non-accredited ministry training program with Timothy Ministry Training. Please note that students will not receive an accredited certificate or degree, but a non-accredited certificate of attendance.

## 4 ACCOMMODATION

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- 4.1** For the sake of creating a vibrant community culture amongst our students, we encourage TMT students to take up accommodation on the TMT premises, except in the case of there being no accommodation available, in which case you will be notified of this as soon as possible.
- 4.2** All accommodation are self-catering facilities.
- 4.3** Accommodation costs are for a fixed period of 12 months of the year.
- 4.4** Included in accommodation: Water + electricity, parking area, self-catering with basic supplies.
- 4.5** Keys to your room will be available at a deposit of R150. Once you hand your keys in at the end of the year, your R150 will be refunded.
- 4.6** Students making use of the TMT Accommodation will be required to store all their belongings in their cupboards or remove items that cannot be stored in their cupboards from their rooms during certain TMT holidays. During these times, conferences will be held at Provence and the rooms might be used for this purpose. Students who do not have alternate accommodation for the holiday times, will be assisted by the TMT staff.

## 5 BILLING

### 5.1 Student Fees

**5.1.1** Student fees can be paid in full prior to the year if desired.

**5.1.2** Alternatively, students have the option to pay it over 12 equal monthly instalments. These fees are to be paid by the 1st of each month by debit order <sup>2</sup>.

**5.1.3** Please note that students contract with TMT for a full year and these fees and costs will be payable even if the Student discontinues their studies for whatever reason prior to completion of their full course year.

### 5.2 Student Fees and Costs are made up of the following:

- Admin Fees
- All Additional books & material
- Class Fees
- TMT Outreach Costs
- TMT Orientation & Debriefing Camp Costs
- Year-end Function/Graduation Ceremony Costs
- Team Wear Costs
- Four 12 SA Conference <sup>3</sup>
- Exposure to Joshua Generation congregations & travel costs
- Internet & access to network infrastructure

#### Student Fees Exclude:

- The use of the telephone, fax machine, photocopier and printer for personal use.
- Accommodation and food
- Any expenses around general JoshGen Church events (gatherings, meetings etc.)
- Additional international outreaches
- Additional team wear

**5.2.1** Accommodation services are billed annually and you have the option to pay it once off, or over 12 equal monthly instalments. All prices are fixed.

**5.2.2** Account Details are under the Account Details Section found on page 17 of this Application form. Please do NOT post cash to us. If you are making cash payments, rather deposit it to our bank account listed later on.

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2 Our Debit Order Form is attached hereto as Annexure 'TMT DEBIT ORDER'.

3 [www.joshgen.org.za](http://www.joshgen.org.za) | [www.four12.co.za](http://www.four12.co.za)

## 5 BILLING

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**5.2.3** If you are under 18 years of age then you are required to have a parent or guardian co-sign with you.

**5.2.4** Any errors and omissions in this Form supplied by us are excluded, and will be subject to correction.

### 5.3 IT Services

**5.3.1** Our IT services include: network setup, personalised e-mail address, e-mail server storage and internet bandwidth over an ADSL network line, which is accessible over Wi-Fi. (This is a monitored service and we can track what users do on the Internet, and you agree to this monitoring)

**5.3.2** We also reserve the right to cancel your access to the network or internet in the case of misconduct or abuse of the network or inappropriate internet use). All these services are included in the course fees, except if specifically stated otherwise.

**5.3.3** Please make sure that your Tablet, PC, Laptop or Notebook has original licensed and legal versions of the operating system and other software on it. No illegal copies or pirated software or digital media is allowed. If your Tablet, PC, Laptop or Notebook contains any illegal or unlicensed software or digital media then we reserve the right to restrict you from access to our IT Network.

## 6 RAISING ADDITIONAL FUNDS

Students that are in the process of raising sponsors to pay for their student fees can also use the Contribution Form, which will be supplied on acceptance. Remember to specify that the funds are for a specific student in the “Kind of Contribution” section of the form. The form and the money will then come directly to TMT, and we will automatically allocate these contributions to your invoices for student fees and other costs detailed herein.

## 7 PRACTICAL CONSIDERATIONS FOR NEW STUDENTS

Students will spend time at the TMT campus as well as on Outreach and Breakaways, and will require different things for these different roles/experiences. Therefore we have compiled a list, divided into two sections, to help Students bring all these necessities along. Please note that everything on this list is compulsory unless specified as optional. Only those who will be using the TMT campus facilities for accommodation need to take note of the accommodation column on the left in the following table.

TMT CAMPUS	OUTREACHES, ETC
<b>ACCOMMODATION</b>	
<ul style="list-style-type: none"> <li>• Duvet, pillow, fitted sheet, extra blanket for cold nights. A second set of bedding is advisable.</li> <li>• Please bring a desk lamp and/or bed lamp.</li> <li>• Mattress Protectors are compulsory for all students on campus.</li> <li>• Computer or Laptop (highly recommended). We also provide a resource centre facility with accessible computers.</li> <li>• Lead and Multiplug.</li> </ul> <p><b>Optional:</b></p> <ul style="list-style-type: none"> <li>• A fan.</li> <li>• Iron.</li> </ul>	<ul style="list-style-type: none"> <li>• Sleeping bag, extra blanket, fitted sheet (optional), pillow.</li> <li>• Torch (optional).</li> </ul>
<b>CLOTHING</b>	
<ul style="list-style-type: none"> <li>• There is no formal dress code, but we do expect you to dress neatly and appropriately for class. We are hosting guest lecturers at times and would like to project a good image. Bring clothes for both extremes, as it gets very hot in summer and we have snow-capped mountains in Winter, here in Wellington.</li> </ul>	<ul style="list-style-type: none"> <li>• We will travel to various places and you will attend many different occasions, from doing relief work in informal settlements to Semi-Formal events (Guys a tie, girls a dress)</li> <li>• (Team Wear) Bring 2 full length, blue / black jeans, comfortable for wearing and working purposes.</li> <li>• Comfortable/training clothes &amp; shoes for practicing and doing dramas &amp; other outreach preparations.</li> </ul>

## 7 PRACTICAL CONSIDERATIONS FOR NEW STUDENTS

TMT CAMPUS	OUTREACHES, ETC
<b>TOILETRIES</b>	
<ul style="list-style-type: none"> <li>• Toilet bag</li> <li>• Swimming and bath towel. (Two sets)</li> <li>• Other Toiletries</li> </ul>	<ul style="list-style-type: none"> <li>• Clearly marked toiletry bag.</li> <li>• Sun block cream &amp; hat</li> <li>• Mosquito repellent</li> <li>• Towel</li> </ul>
<b>EATING UTENSILS</b>	
<ul style="list-style-type: none"> <li>• All accommodation offered is self-catering. Cutlery, crockery and basic cookware will be provided.</li> </ul>	<ul style="list-style-type: none"> <li>• Clearly marked eating utensils' bag</li> <li>• Mug, plate, bowl, spoon, knife and fork for travel and camp purposes.</li> <li>• Tea towel and washing cloth or sponge.</li> </ul>
<b>OTHER</b>	
<ul style="list-style-type: none"> <li>• ESV English Bible (Compulsory), other versions of the Bible are welcome and advised. The ESV will be the version primarily used in the class situation.</li> <li>• An English-Afrikaans dictionary is especially advisable to Afrikaans speaking students.</li> <li>• Washing pegs (Marked).</li> <li>• Passport (optional)</li> <li>• ID book.</li> <li>• Any medication you might need.</li> <li>• Pen &amp; paper/diary</li> <li>• Stationary</li> <li>• Water bottle</li> </ul>	
<b>HOUSEHOLD SUPPLIES</b>	
<ul style="list-style-type: none"> <li>• As part of the self-catering living arrangements, all household supplies like cleaning products, dish-washing liquid, toilet paper, etc. will be for the students own account, and will be purchased together in rooms / student cottages</li> <li>• Please do not bring your own laundry detergent, as laundry pods are sold per wash which includes the expenses to use the machine, water and electricity.</li> </ul>	





## 8

## CONTACT INFORMATION

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Please feel free to contact us at any time if you need assistance.

**Office Hours:**

Monday - Thursday: 9:00 AM - 4 PM

Friday: 9:00 AM - 3:00 PM

**Office:** 021 873 6542

**Email:** [info@timothytraining.co.za](mailto:info@timothytraining.co.za)

Please go through this Application thoroughly and make sure that you have filled in all the required information. Also make sure you have read and understood our Terms & Conditions, attached hereto, and then return a signed copy of this application form to our offices at:

**TMT, PO Box 247, Wellington, 7654; or [info@timothytraining.co.za](mailto:info@timothytraining.co.za)**

Thank you for considering our service offering. If you have any questions please feel free to contact us.

Kind Regards

**TMT**

Photo

Name & Surname: \_\_\_\_\_

ID Nr: \_\_\_\_\_

Contact Nr: \_\_\_\_\_

### Instructions

We will not process an application until all attachments, supporting materials and application fee has been received.

1. Please answer all questions in the Application Form. Incomplete or illegible answers can delay the admission process.
2. Complete the form in ink block letters in English please.
3. Send your completed and signed Application with the R300.00 non-refundable application to our offices. (From page 10 – 32)



Application forms for training & accommodation services from

***Timothy Ministry Training (TMT)***

for the 2023 academic year.



## 1

### PERSONAL INFORMATION

#### Student Personal Information

Full Name & Surname:

ID Nr:  Nationality:

Postal Address:

Cellphone:  Home Telephone:

Email:

Home Language:  English  Afrikaans  Other *Specify:* \_\_\_\_\_

Gender:  Male  Female **Date of Birth:** DD / MM / YYYY

Marital Status:  Single  Married  Divorced  Re-married  Widowed  Engaged

If Married:  *Name of spouse*  *Occupation*

#### Student Medical Information

Medical Aid:

Medical Aid Nr:

Family Doctor:  Phone Nr:

Allergies/  
Serious illness

Do you suffer from any physical or mental conditions? If yes, please provide information

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Do you take any prescription medication? If yes, please provide information

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Any other information that will be helpful in case of a medical emergency:

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## 1 PERSONAL INFORMATION

### Student Personal Information (continued)

Please provide us with with the contact details of 2 people that should be contacted during any emergencies:

	Name & Surname:	Contact Number:	Relation to you:
1.	_____	_____	_____
2.	_____	_____	_____

### Student Academic Information

#### Secondary Education

When did/will you graduate from High School: DD / MM / YYYY

Name of high school:

City / Town:

Please include a copy of either your June/ July or Final exam results report.

#### Tertiary Education

Final Year Subjects & Percentage / symbols Achieved (if completed)

Name of College, University or Institute	Period of Attendance	Qualification Obtained

#### Employment History

	Employer	Position	From	To
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____

## 1

### PERSONAL INFORMATION

#### Church Information

Have you made a full commitment to Christ? Y / N

Are you currently an active member of a church? Y / N

Name of Church:

Address:

Name of Pastor:

Telephone:

Have you ever been accused / convicted of a criminal offence? Y / N

If yes, please provide details:

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*Please give 5 words that best describes you*

1.
2.
3.
4.
5.

#### Essay Questions

Answer the following questions and send them with the application form. In order for your application to be processed it is vital that questions are answered thoroughly and legibly. Please type your answers in English. Please number answers appropriately.

1. Write your personal testimony.
2. Describe your vision for your life.
3. What made you decide to apply for the Timothy Ministry Training?
4. What do you expect from this training program?
5. How do you plan to pay for the program?
6. Where did you hear about TMT?

## 1

### PERSONAL INFORMATION

#### Parent / Gardian Information

To be completed if student is financially dependent on parents or if under 21 years of age.

Full Name & Surname:	<input type="text"/>		
ID Nr:	<input type="text"/>	Nationality:	<input type="text"/>
Home Address:	<input type="text"/>		
	<input type="text"/>		
Postal Address:	<input type="text"/>		
	<input type="text"/>		
Occupation:	<input type="text"/>	Relation to Student:	<input type="text"/>
Cellphone:	<input type="text"/>	Work Cellphone:	<input type="text"/>
Email:	<input type="text"/>		
Home Language:	<input type="checkbox"/> English	<input type="checkbox"/> Afrikaans	<input type="checkbox"/> Other <i>Specify:</i> _____

#### Additional Information

Should the student be under 21, the rest of this form below must be completed as well.

Full Name & Surname:	<input type="text"/>		
Cellphone:	<input type="text"/>	Relationship to Student:	<input type="text"/>

I \_\_\_\_\_ (Full name of parent/guardian/partner of the above stated Student)  
 Identity number \_\_\_\_\_ am in full agreement with the above  
 stated clauses and give full consent to his/her participation in the Timothy Ministry Team.

Signature of Parent/Guardian/Partner \_\_\_\_\_ Signed at \_\_\_\_\_ on the \_\_\_ / \_\_\_ / \_\_\_\_\_

## 2 STUDY OPTIONS

**Option A** - Studies without accommodation

*This option does not include accommodation*

### Program Fees

Once off

R54 240 per year

### Program Fees

Monthly Installments

R4 525 pm x 12 months

**Option B** - Studies with accommodation

*This option includes campus accommodation*

### Program Fees and Accommodation

Once off Programme Fees

R54 240 per year

Once off Accommodation Fees

R30 240 per year (R2 525 per month x12)

**Total cost**

**R84 600 per year**

### Programme Fees and Accommodation

Monthly Installments

R7 050 pm x 12 months

I would like to pay the complete Program / Program and Accommodation Fee at the beginning of the year

I would like to pay the Program / Program and Accommodation Fee in equally divided installments over a 12 month period

Please note: Should we be unable to send the students on national outreaches during 2023 because of the Covid-19 Pandemic, the fees will be lowered to exclude outreach expenses. Information with regards to any changes will be made available as soon as it is possible.

### Afternoon Electives

Select your afternoon electives & motivate

Studying  Working

If you are interested in studying Theology during your afternoon elective time, we would strongly suggest that you consider SATS (South African Theological Seminary). We facilitate qualifications through SATS. Please indicate if you would like more information regarding this option.

I would like more information regarding SATS.

## 3 PROVISION OF STUDY FEES

Choose which of the following payment methods best describes how study fees will be provided.

- The applicant him/herself
- The applicant's parent or guardian

Full Name: \_\_\_\_\_

**Sponsors**

Please name the sponsors, the amount they plan to sponsor as well as how often they plan to sponsor the amount.

Name	Amount	Interval Once off / Monthly / Yearly

Initial Here \_\_\_\_\_



Please send me information that will be helpful in raising sponsors:

Yes

No

Student Loan

From which institution? \_\_\_\_\_

Has it been approved?

Yes

No

Other Source (please specify)

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## 4

### METHOD OF PAYMENT

Debit Order

***\*We prefer that all payments be made by debit orders. Please complete the debit order form provided with the Application Pack.***

EFT Transfer

#### BANK DETAILS FOR PAYMENT

The details of the bank account to be used for student fees as follows:

**ABSA Bank (Wellington)**

**Branch Code: 632005**

**Account Number: 405 697 5730**

*\*Please remember to write your name and surname in as a reference on the deposit slip.*

Cash

Please indicate the email address that you would prefer your statements to be emailed to during the course of your program: \_\_\_\_\_

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## 1 DEFINITIONS IN THESE TERMS AND CONDITIONS

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- 1.1 “Agreement” means this Agreement whereby an arrangement made between Timothy Ministry Training agrees to provide certain services to its customers and the Terms and Conditions therein.
- 1.2 “Applicant” or “You” means the person who applied to the Timothy Ministry Training for provision of the Services as per this Application, and shall include your guardian or parent, if applicable.
- 1.3 “Application” means the application form submitted by prospective students to TMT to enrol with TMT and use its services.
- 1.4 “Premises” means the property and buildings at 59 Main Road, Wellington, 7655.
- 1.5 “Services” means the provision of the Services selected by the Applicant, such as amongst others Training, Accommodation, Internet Connectivity, Network Connectivity, Telecommunications, Transport and whatever else that other service may be is rendered to Students. (Timothy Ministry Training Applicants)
- 1.6 “Students” means a successful Applicant enrolled with TMT;
- 1.7 “Timothy Ministry Training “ means Timothy Ministry Training NPO, with Registration Number 2002/023624/08, and shall include any of its subsidiaries or holding companies, and any person or entity to whom we transfer any of our rights or obligations under this Agreement;
- 1.8 “We, us, our” means Timothy Ministry Training, our subsidiary and holding companies, any subsidiary of any of our holding companies and any person to whom we transfer any of our rights or obligations under this Agreement.

## 2 APPLICATION AND AGREEMENT

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- 2.1 By making an application to us you are offering to enter into this Agreement with us, but we are under no obligation to accept your Application.
- 2.2 During the Interim Period only Section 3 of this Agreement will be effective. The Interim Period refers to the day that you sign this Application, or the day we receive your Application, whichever comes later.
- 2.3 This Agreement will only commence on our acceptance of your Application (which will be communicated to you in our Letter of Acceptance in writing), and you agree to be bound by the Terms and Conditions of this Agreement.

## 3 INTERIM MEASURES

- 3.1** During the period of submission of your Application to us and prior to us approving or declining the Application, the following terms will govern our relationship:
- 3.1.1.** Your Application will be considered on the information that you give us, and you hereby warrant that all the information provided by you is truthful, accurate, correct and complete.
- 3.2** Should we elect to accept your Application then this will be communicated to you in a Letter of Acceptance, at which point the remainder of this Agreement will come into force. However, the fact that we have entered into an agreement with you does not mean we will do so in the future.
- 3.3** We therefore expressly reserve the right to
- 3.3.1.** refuse to enter into any further/more agreements with you, and/or
  - 3.3.2.** Terminate this Agreement and desist from providing one or more services to you.

## 4 SERVICES

- 4.1** We hereby agree to provide an accepted student with the Services as detailed in the Application Information sent to you by us, subject to the approval of the Directors of the Timothy Ministry Training.
- 4.2** You agree to enter our premises and use our Services at your own risk, and subject to your right of admission to our premises being reserved.
- 4.3** If we are affected by any circumstances beyond our reasonable control (including, without limitation, flood, fire, extreme weather, any strike, electricity failure, lock-out or other form of industrial action, or act of God) hereinafter referred to as “force majeure”, then we shall not be deemed to be in breach of this Agreement, or otherwise be liable to you, by reason of any delay in performance or non-performance of any obligations hereunder to the extent that such delay or non-performance is due to any force majeure.
- 4.4** The Services and our Premises that you use under this Agreement have certain rules and regulations to adhere to, and you shall be responsible to remain informed about these rules and regulations concerning each service you use, and to strictly abide by these. The rules and regulations of the Services rendered to you under this agreement is also part of these Terms and Conditions, and can also be given to you at the start of your course.

## 5

### CHANGING OF TERMS AND CONDITIONS

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- 5.1** We reserve the right to change, repeal, replace or add (hereinafter referred to as “Changes”) to the Terms and Conditions of this Agreement or any of the Services, upon written notice to that effect to you (hereinafter referred to as the “Change Notice”), before any Changes become effective. If you choose to continue to use our Services after we have sent the Change Notice to you, then those Changes will apply to you, and you will be bound to the new Agreement or Services within 5 days after receipt of the Change Notice.
- 5.2** Such Changes does not mean a new agreement has been made between us.
- 5.3** Should you choose not to be bound to the proposed Changes then you must advise us of this in writing by no later than 5 working days after receipt of the Change Notice, where after we shall consider your objections. In the interim you may not use the Services affected by the proposed Changes, until such time as your objections have been finally dealt with as set out hereunder.

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### BILLING AND STATEMENTS

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- 6.1** We will email your account statements to you on a monthly basis and the invoices will be due and payable by the 7th of each month. Statements will show all amounts due for payment, all payments made as well as your outstanding balances still to be paid; and inform you of any amounts which you must pay to us on or before the due date stated on the statement.
- 6.2** It is your responsibility to check your statements and notify us of any incorrect amount or calculations without delay so that we can either, credit or refund your account, if need be. Failure to advise us within the aforesaid stated time will result in us assuming that the Statement or Invoices are correct in all respects.
- 6.3** You agree and undertake to make payment to us of the amount as indicated on your statement, by the due date.
- 6.4** All payments shall either be made by debit order or in cash at our offices in 59 Main Road, Wellington, 7655; or via Electronic Funds Transfer to our bank account, but any payment will only be properly made when we receive and process it.

## 7 TMT RULES

**7.1** In signing the Application form I agree to :

- 7.1.1.** Submit myself to the rules and regulations of TMT concerning lectures, exams and other academic activities as well as to any decision made in this regard by the TMT leadership.
- 7.1.2.** Submit myself to the rules set out in regard to accommodation on campus as well as on outreach.
- 7.1.3.** Submit myself to being involved in Christian outreaches as well as to any decisions made by the leadership in regard to these outreaches;
- 7.1.4.** Hereby give my consent to any action taken in the case of medical emergencies and undertake to settle all medical costs thereof.
- 7.1.5.** Promptly pay all student fees as stated above and submit to the regulations as stated in the Prospectus concerning student fees.
- 7.1.6.** Keep and uphold the values of TMT at all times and will submit to any decision made by TMT in this regard.

## 8 BREACH & TERMINATION

**8.1** If you fail to pay any amount that is due or if you fail to comply with any of the material conditions of this Agreement, or if your estate is sequestrated, or if you die, or if you make any untrue or incorrect statement or representation in your application, or do anything that may prejudice our rights or image; then we reserve the right to -

- 8.1.1.** Cancel this Agreement in which case all amounts owing to us by you will become due and payable immediately; and/or
- 8.1.2.** Without incurring any liability therefore, we may notify any interested family member, parent or guardian or donor or Church Elder to which you submit, in our discretion, and you hereby agree to us doing so; and/or
- 8.1.3.** Summarily suspend any Services provided to you without appeal or recourse by you.

**8.2** You may terminate this Agreement at any time should you wish to do so, upon 3 months written notice to us by registered mail, e-mail, or hand to hand delivery of a letter to this effect to our TMT Principle, but always subject to our rights to immediate payment of the full outstanding amounts owing to us.

**8.3** Accommodation: Do take note that the accommodation is a 12 month contract and therefore you will be liable to pay the outstanding amount of the remaining months until the end of that calendar year immediately upon termination of this contract.

Initial Here \_\_\_\_\_

## 9 YOUR PRIVACY

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- 9.1** Subject to the Regulation of Interception of Communications Act (“RIC”), Act 70 of 2002, that we may intercept, block, read, delete, disclose and use all communications sent or otherwise communicated to over our or through our Services. You also agree that your consent satisfies the requirements of Electronic Communications and Transactions Act and RIC for consent in “writing” as defined.

## 10 RELATIONSHIP

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- 10.1** You agree that you shall at all times act in the best interest of TMT, and shall disclose all material facts to them that may have an effect on their business, your involvement with them, or your theological training and calling to ministry.
- 10.2** This agreement does not create a partnership or agency between the parties and neither party shall be liable for the debts of the other party, howsoever incurred.
- 10.3** Each of the parties will neither bear any financial responsibility for the other nor accept any liability incurred by the other unless such undertakings are agreed and signed for jointly, other than the terms set out herein, nor will any party hereto be engaged by or act as consultant to any other party.

## 11 ARBITRATION

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- 11.1** Any dispute, difference or question which may arise at any time hereafter between you and the Timothy Ministry Training touching the true construction of this agreement or the rights and liabilities of the parties hereto shall, unless otherwise herein expressly provided, be referred to the decision of a single arbitrator to be agreed upon between the parties, or, in default of agreement for 14 (FOURTEEN) days, to be appointed at the request of either party in accordance with, and subject to, the provisions of the Arbitration Act 42 of 1965 or any statutory modification or re-enactment thereof for the time being in force.



## 12 GENERAL

- 12.1 If for any reason or purpose we do not immediately enforce or implement any of our rights in terms of this Agreement, it does not mean that we have abandoned, given up or waived any of those rights.
- 12.2 It is agreed that we may cede, assign or transfer any of our rights or obligations under this Agreement or arrange for any other person to carry out any of our rights or obligations under this Agreement without your consent and without notice to you. We can delay enforcing our rights under this Agreement without losing them.
- 12.3 This agreement embodies the entire undertaking of the parties and there are no promises, terms, conditions or obligations, oral or written, express or implied, other than those contained herein. No agreement varying, adding to, deleting from or cancelling this agreement (including this clause) and no waiver of any right under this agreement shall be effective unless in writing and signed by or on behalf of the parties.
- 12.4 These Terms will be governed by the laws of the Republic of South Africa, and you consent to the jurisdiction of the Cape High Court in the event of any dispute.
- 12.5 If any of the provisions of this Agreement are found by a court of competent jurisdiction to be invalid or unenforceable, that provision will be enforced to the maximum extent permissible so as to give effect to the intent of this Agreement, and the remainder of the Agreement will continue in full force.

## 13 LIABILITY

- 13.1 We will not be held liable for any
  - 13.1.1. Loss or damage sustained by you or any third party regarding either the services or this agreement.
  - 13.1.2. Injury or loss of life occurred of whatsoever nature to you or any belongings or property of yours or any third parties belongings or property that you are using on or outside of our premises.

I (The Student) am fully capable to conduct into this agreement without any assistance and/or have the full consent of my parents/guardian/partner to conclude this agreement.

I would like to receive the above services that I selected in this Application Form and have read and understood the Terms and Conditions, which is attached hereto, and forms part of the contract between myself/parent/guardian and TMT, and to which the aforesaid selected services are subject to.

Signature of Applicant \_\_\_\_\_

DD / MM / YYYY

Initial Here \_\_\_\_\_



## Character Assessment

Full Name \_\_\_\_\_

Identity Number \_\_\_\_\_

Telephone \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please rate yourself according to the following characteristics:

Characteristic	Superior	Above Average	Average	Below Average	Unable to Rate
Spiritual Faith					
Participation in church activities					
Leadership					
Co-operation					
Moral Lifestyle					
Dependability					
Physical Health					
Emotional Stability					
Resourcefulness					
Honesty					
Getting along with Authority					
Getting along with Peers					
Compassion					
Purposefulness					
Self-Esteem					

Please send this form with your application to the TMT Office.





## Recommendation from a Spiritual Leader

### Directions to Applicant

Applicants for the Timothy Ministry Training must have this recommendation form completed. The applicant should fill in all the information in this top section and have his/her pastor, youth director, or other church leader fill in the remainder of the recommendation form. The church representative selected should not be related to the applicant but should be well acquainted with his/her spiritual commitment and character.

<b>Full Name</b>	_____	<b>Identity Number</b>	_____
<b>Postal Address</b>	_____	<b>Telephone</b>	_____
	_____		
	_____		

### Directions to Spiritual Leader

The applicant listed on this form has applied to Timothy Ministry Training and has listed you as a reference. Please answer each question as completely and honestly as possible to aid us in making an accurate assessment of the applicant and his/her character and capabilities. Feel free to type answers or to use another sheet of paper to answer questions on. Please number answers appropriately.

**1. Describe your relationship with the applicant, including how long you have known him/her.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2. Describe the applicant’s attitude towards church and church activities.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. How has the applicant, to your knowledge, made public profession of his/her faith in the Lord Jesus Christ?

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4. Are you aware of the applicant using alcohol, tobacco products, or illegal or habit-forming drugs? Please describe.

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5. Are you aware of the applicant participating in behaviors inappropriate to a Christian lifestyle? Please explain.

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6. Please rate the applicant according to the following characteristics:

Characteristic	Superior	Above Average	Average	Below Average	Unable to Rate
Spiritual Faith					
Participation in church activities					
Leadership					
Co-operation					
Moral Lifestyle					
Dependability					
Physical Health					
Emotional Stability					
Resourcefulness					
Honesty					
Getting along with Authority					
Getting along with Peers					
Compassion					
Purposefulness					
Self-Esteem					

7. Are there any factors in the applicant's background that may have either a positive or negative influence on his/her success at a Christian institute?

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8. List any other information that you think would be helpful in our accurate evaluation of this applicant.

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9. Based on your experience with the applicant, how would you recommend him/her?

Highly recommended \_\_\_\_\_ Recommended \_\_\_\_\_ Would not recommend \_\_\_\_\_

Prefer not to make a recommendation \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DD/MM/YYYY  
Date

Please provide the following information:

Title	_____	Name	_____
Church	_____	Denomination	_____
Postal Address	_____	Telephone	_____
	_____		

Please return to: TMT  
Email: info@timothytraining.co.za  
Fax: 086 762 4859  
PO Box 247  
Wellington  
7654



## *Recommendation from Teacher or Employer*

### *Directions to Applicant*

Applicants for the Timothy Ministry Training must have this recommendation form completed. The applicant should fill in all the information in this top section and have his/her teacher, employer, or any other person with authority over the applicant to fill in the remainder of the recommendation form. The representative selected should not be related to the applicant but should be well acquainted with his/her character and academic potential.

<b>Full Name</b>	_____	<b>Identity Number</b>	_____
<b>Postal Address</b>	_____	<b>Telephone</b>	_____
	_____		
	_____		

### *Directions to Teacher or Employer*

The applicant listed on this form has applied to Timothy Ministry Training and has listed you as a reference. Please answer each question as completely and honestly as possible to aid us in making an accurate assessment of the applicant and his/her character and capabilities. Feel free to type answers or to use another sheet of paper to answer questions on. Please number answers appropriately.

- 1. Describe your relationship with the applicant, including how long you have known him/her.**

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2. Describe the applicant's attitude toward authority.

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3. Do you know of any negative character traits or habits that could affect his/her future academic success?

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4. How would you describe the applicant's work/study habits?

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5. Please rate the applicant according to the following characteristics:

Characteristic	Superior	Above Average	Average	Below Average	Unable to Rate
Spiritual Faith					
Participation in church activities					
Leadership					
Co-operation					
Moral Lifestyle					
Dependability					
Physical Health					
Emotional Stability					
Resourcefulness					
Honesty					
Getting along with Authority					
Getting along with Peers					
Compassion					
Purposefulness					
Self-Esteem					

6. Are there any factors in the applicant's background that may have either a positive or negative influence on his/her success at a Christian institute?

---

---

7. List any other information that you think would be helpful in our accurate evaluation of this applicant.

---

---

8. Based on your experience with the applicant, how would you recommend him/her?

Highly recommended \_\_\_\_\_ Recommended \_\_\_\_\_ Would not recommend \_\_\_\_\_

Prefer not to make a recommendation \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DD/MM/YYYY  
Date

Please provide the following information:

Title	_____	Name	_____
Organization	_____	Position Held	_____
Postal Address	_____	Telephone	_____
	_____		

Please return to: TMT  
Email: info@timothytraining.co.za  
Fax: 086 762 4859  
PO Box 247  
Wellington  
7654



To whom it may concern

Please complete the debit order below, and kindly forward it back to us by no later than the 1st of December 2022. Please note by completing this debit order, your first payment will be made on 1 January 2023.

**BANK DEBIT ORDER INSTRUCTION / CREDIT CARD AUTHORITY**

Name (Debtor)	_____	Date:	_____
Address	_____	Contract No: <i>(Office Use)</i>	_____
	_____	Debit Amount:	_____
	_____	Commencement Date:	_____
Contact No:	_____	Abbreviated name as registered with the bank:	Timothy Ministry Training
		ID Number:	_____

Email address of account holder:

**Complete either savings, current, transmission OR credit card details.**

**(savings, current, transmission)**

**(master card, visa)**

BANK:	_____	CARDHOLDER'S NAME:	_____
BRANCH	_____	CARD NUMBER:	_____
TOWN:	_____	EXPIRY DATE:	_____
BRANCH NO:	_____	CVV NUMBER:	_____
ACCOUNT NAME:	_____		(three digit number on back of card)
ACCOUNT NO:	_____	CARD TYPE:	_____
TYPE OF ACCOUNT:	_____		

This signed Authority and Mandate refers to our contract as dated as on signature hereof ("the Agreement"). I / We hereby authorize The Beryth Foundation T/A Timothy Ministry Training to issue and deliver payment instructions to the bank for collection against my / our abovementioned account at my / our above mentioned bank (or any other bank or branch to which I / We may transfer my / our account) on condition that the sum of such payment instructions will never exceed my / our obligations as agreed to in the Agreement, and commencing on the commencement date and continuing until this Authority and Mandate is terminated by me / us by giving you notice in writing of no less than 20 ordinary working days, and sent by prepaid registered post or delivered to your address indicated above.

The individual payment instructions so authorised to be issued must be issued and delivered as follows:

On the 1st day (“payment day”) of each and every month commencing on \_\_\_\_\_. In the event that the payment day falls on a Saturday, Sunday or recognized South African public holiday, the payment day will automatically be the very next ordinary business day. Further, if there are insufficient funds in the nominated account to meet the obligation, you are entitled to track my account and re-present the instruction for payment as soon as sufficient funds are available in my account;

I / We understand that the withdrawals hereby authorised will be processed through a computerized system provided by the South African Banks and I also understand that details of each withdrawal will be printed on my bank statement. Each transaction will contain a number, which must be included in the said payment instruction and if provided to you should enable you to identify the Agreement. A payment reference is added to this form before the issuing of any payment instruction. I / We shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force, if such amounts were legally owing to you.

#### MANDATE

I / We acknowledge that all payment instructions issued by The Beryyth Foundation T/A Timothy Ministry Training shall be treated by my/our above mentioned bank as if the instructions had been issued by me/us personally.

#### CANCELLATION

I / We agree that although this Authority and Mandate may be cancelled by me / us, such cancellation will not cancel the Agreement. I / We shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force, if such amounts were legally owing to you.

#### ASSIGNMENT

I / We acknowledge that this Authority and Mandate has been ceded to Sage Pay (Pty) Ltd as per your agreement with Sage Pay (Pty) Ltd, but in the absence of such assignment of the Agreement, this Authority and Mandate will be null and void.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

\_\_\_\_\_  
SIGNATURE AS USED FOR SIGNING CHEQUES OR CREDIT CARD VOUCHERS

Assisted by:

FOR OFFICE USE

AGREEMENT REFERENCE NUMBER

This Agreement reference number is: \_\_\_\_\_

Please contact our office if you have any questions concerning the Debit Order Form.

Tel: 021 873 6542/ Email: [info@timothytraining.co.za](mailto:info@timothytraining.co.za)

