

FTLT (SOUTH AFRICA) ANNEXURE A1

Being an international applicant, this ANNEXURE A provides you with additional information that you may need.

CORRESPONDENCE

- The mail is often very slow; therefore it is important that you provide us with a fax number or e-mail address so that we can use this to correspond with you. Please fill in your fax number and/or e-mail address on your DECLARATION OF REPATRIATION (ANNEXURE B).

INTERVIEWS

- As mentioned previously, submitting an APPLICATION FORM does not ensure automatic acceptance as a student. A personal interview with a member of the FTLT Counsel or an appointed person might be required. The interview cannot take place until we have received all your particulars, i.e. a fully completed APPLICATION FORM, all your RECOMMENDATION FORMS, photograph and application fee.
- There is one more very important document necessary for the interview, namely your DECLARATION OF REPATRIATION (ANNEXURE B). FTLT needs this declaration in order to comply with government requirements, which are explained later.
- When all the above-mentioned matters are in order, we will contact you for an interview, which could be conducted over the telephone. If it is successful, FTLT will then mail or fax you a LETTER OF ACCEPTANCE.
- Upon your arrival in South Africa, you may be required to present yourself for a second interview if there are any queries.
- We recommended that you arrive in South Africa at least 2 days before Registration. Attendance is required in all class sessions, including Orientation. It is difficult for students arriving late to adjust and catch up with the work, therefore, we urge you to plan to be here in time.

VISAS

- It is **your responsibility** to apply at the South African embassy (or designated authority) in **your country** for a study permit covering the duration of your studies. **This process can take at least eight weeks, so please initiate this as soon as possible.**
- **Do not apply for a visitor's visa or a holiday visa**, it is illegal to study on such a visa. The only other visa that will allow you to study, is a refugee permit, issued only to bona fide refugees. **If you arrive in South Africa with any other visa, except a study permit or refugee permit, you will have to leave the country immediately!!** FTLT will not take any responsibility for your repatriation in this regard. **You cannot arrive here on a holiday visa and then change it to a study permit.** It is prohibited by law.
- Seeking employment with a study permit is not allowed in South Africa. You will not be allowed to work full-time or part-time. Further, you cannot apply for a work permit while you are here. Therefore you will need to ensure that you have sufficient funds for the duration of your studies.
- In order to apply for study permit, you will need to submit the LETTER OF ACCEPTANCE from FTLT to the South African embassy (or designated authority) in your country.
- The South African Department of Home Affairs could also require the following additional information:
 - A letter of motivation why you want to study at FTLT
 - A medical certificate and proof of medical coverage while in South Africa.
 - A letter or receipt proving that your fees are paid in full upon arrival.
 - A statement explaining how or by whom you will be supported while you are in South Africa.
 - The repatriation guarantee explained above.

SPOUSE

- **If you are married, you and your spouse must be resident here at the time of registration in order for you to become a student at FTLT. We do not want to have any part in the separation of families so that you can attend FTLT.**
- **If your spouse want to study at FTLT, he/she must complete his or her own APPLICATION FORM and apply for his of her own study permit.**

REPATRIATION GUARANTEE

- The repatriation guarantee is a government requirement when applying for a study permit.
- Each international application will have to provide proof that you have sufficient funds available to cover all your expenses while in South Africa. This could be done in the form of a letter of proof from your bank or sponsor.
- It is also necessary for each international application to provide a guarantee of suitable travel arrangements covering the return journey to your country of origin, by means of...
 - The return ticket/s (which must be handed to FTLT for safekeeping upon arrival); or
 - Sufficient funds for the return fare in cash or in the form of a bank guaranteed cheque (which must be deposited at FTLT before or upon arrival to be kept in trust). If you are accepted into FTLT, this repatriation fund does not have to be paid at the South African embassy (or designated authority) in your country. FTLT will have to stand guarantor for your repatriation, should the necessity arise.
- The above requirements are covered in the DECLARATION OF REPATRIATION (ANNEXURE B), which you must complete. **Before we can send you the LETTER OF ACCEPTANCE, we need you to fax or post this declaration to us as soon as possible.**

SCHOOL FEES

- As mentioned before, as an international applicant, the South African government requires that the full amount of your school fees must be paid before or upon your arrival.

Please sign the Annexure A2 form and send it back with your application form, if not; your application will not be successful.

ANNEXURE A2

Surname: _____

Name: _____

Postal Address: _____

Telephone nr: _____

Fax number: _____

E-mail number: _____

I hereby declare that I have read and understand the document Annexure A1 and that **I will abide to the information that was given to me.** If I come without the necessary forms, FTLT (Focus Team Leadership Training) has the full power **to send me back home on my own expense.**

Signed on thisday of20.....

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STUDENT

.....
WITNESS 1

.....
WITNESS 2

ANNEXURE B1

DECLARATION OF REPATRIATION
Individual Student

TO: Focus Team Leadership Training Association (FTLT) _____
FROM: _____

POSTAL ADDRESS:
Postnet Suite 423
Private Bag X15
Menlo Park
Pretoria
0102

POSTAL ADDRESS:

TELEPHONE NUMBER:
+27-12-346 4611

TELEPHONE NUMBER:

FAX NUMBER:
+27- 86 516 9362

FAX NUMBER:

E-MAIL ADDRESS:
info@ftlt.org

E-MAIL ADDRESS:

I, the undersigned, (Full Names) _____

(Passport No: _____), originating from
the country of _____, hereby apply for a study visa in order
to study at FOCUS TEAM LEADERSHIP TRAINING ASSOCIATION (FTLT), South Africa.

I understand that, during my stay in South Africa, I am responsible for providing for myself concerning living expenses, as well as traveling, medical or any other expenses that may be incurred on my behalf. I also commit to pay in full the school fees on or before Registration Day. I understand that FTLT cannot guarantee to assist me with any expenses whatsoever.

In order to comply with repatriation guarantee requirements, I hereby declare that I have provided the following means for me to ensure I return to my country of origin: (Mark with an X in **one** of the blocks below.)

- The **return tickets** which will be handed to FTLT for safekeeping upon arrival;
Or
- **Sufficient funds**, in cash or a bank guaranteed Cheque for the amount of _____ covering my return travel expenses. This repatriation fee will be deposited with FTLT before or upon arrival and held in trust on my behalf.

Signed at (Place) _____ on the _____ day of _____ 20_____.