



FIDEM Educare

Application Procedure (Online Form)

(Please note that the application procedure works a bit differently on cellphone and on computer.

So, take note of the extra steps highlighted if using Celphone).

NB: Ensure you have the following documents saved as .pdf before commencing with the Application process - you will be required to upload these after filling in the Application Form:

Parents ID or Passport, Child's Birth Certificate, Report Card and, if applicable, Clinic Card (PreSch only) and Medical Aid Card.

1. Click on the link (Apply Here button on Computer).

[Celphone: Click 'Continue on Browser' after above]

2. On PDF Filler page, fill in Your Name and Email Address and click 'Get started'

3. Click 'I consent' on the Signature Disclosure page

4. On the Welcome page, TICK THE BOX (next to 'Got it. I agree...') and then click 'LET'S GO!' - you will immediately see the Application Form.

[Celphone: Slide open the button and turn it GREEN]

5. Click on each space to fill in (no space on numbers).

6. Some items have a 'Drop-down' list

[Celphone: this will appear at the bottom of screen].

7. For Dates, click on calendar for options.

8. Tick only one option on Page 2 (Payment of Fees)

9. You have 3 options to sign - Please use 'Draw Signature' and try to do your signature on screen. You can use other options if unable to draw signature.

10. Click 'Submit' and 'Email copy to yourself' (for your own record).

(Please ensure you see message that your form has been sent successfully)

11. Upload the documents in the correct labels and click 'FINISH'.