



# TUTORSHIP ENROLMENT FORM 2025 - 2026

The Institute of Chartered Shipbrokers South Africa Branch,  
 P.O. Box 37798, Overport, 4067  
 VAT No. 4780235281  
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For office use only
Ref No.....

Title:	_____	First Name:	_____
Date of Birth:	_____	Surname:	_____
Job Title:	_____	Tel No:	_____
Company Name:	_____	Cell No:	_____
Company Vat No:	_____	Email:	_____
Business Address:	_____	Home Address:	_____
	_____		_____
	_____		_____
Code:	_____	Code:	_____

Please indicate the address you would like us to send books and correspondence to: Home  Business

Exam Centre: \_\_\_\_\_ Exam Dates: \_\_\_\_\_

## Tutorship Fees For 2025 – 2026 Exclusive of VAT

Foundation Diploma	R14 100.04	<input type="checkbox"/>
Advanced Diploma	R14 100.04	<input type="checkbox"/>
Professional Qualifying Exam	R 7 050,02	<input type="checkbox"/>
Subscription Fee	R 301,72	
Student Registration Fee	R 3 407,50	
Exam Entry Fee Early Bird	R 2 585.00	
Exam Entry Fee Std	R 4 347.50	

Intro to Shipping – <b>Compulsory Foundation Diploma</b>	
Shipping Business – <b>Compulsory Advanced Diploma</b>	
Economics of Sea Transport and International Trade	
Legal Principles in Shipping Business	
Dry Cargo Chartering	
Ship Operations and Management	
Ship Sale and Purchase	
Tanker Chartering	
Liner Trades	
Port Agency	
Logistics and Multi-modal Transport	
Port and Terminal Management	
Shipping Law	
Marine Insurance	
Shipping Finance	
Offshore Support Industry	

**NB: These Fees Are to Be Paid Upon Enrolment**

**All pricing excludes Courier Fees &**

**\*\*Customs Fees FROM DHL\*\***

## **Terms and Conditions**

- Tutorship starts when the completed enrolment form is accepted, and payment has been received and lasts for 12 months after enrolment.
- Tutorship concludes by the date of the final exam, or upon receipt of your final lesson feedback from your tutor, whichever is sooner.
- All course study material is copyright and therefore should only be used by the student to whom it is sent. It may not be shared or copied in whole or in part by any method.
- Tutorship reserves the right to make modifications to the courses (students will be advised of such changes)
- A tutor's feedback does not constitute formal professional advice and should not be construed as such. No liability will be held by any Tutorship tutor or the ICS for any feedback that is misused.
- All exam fees are for the current academic year only – should a student fail to sit for an exam without deferment, these fees will be forfeited
- Please note that customs clearance is not included in the courier fee – this will have to be settled by the student to clear their books. Failure to clear will result in books returned to sender and additional courier fees will be charged to students account

## **EXAMINATIONS & EXEMPTIONS**

Please be aware that enrolment with Tutorship does not automatically register you as an ICS student nor enter you for any examinations with the Institute. The onus is on you for ensuring that you are correctly registered for the examinations, all arrangements, including finding out what exemptions, if, any, you may be entitled to. This you would do with the Institute of Chartered Shipbrokers South African Branch

## **ICS MEMBERSHIP**

Please be aware that you are required to pass the required number of subjects before you can apply for membership of the ICS. Once you have satisfied the local branch vetting committee that you are a fit and proper person to become a member, your application then needs to be endorsed by the ICS Vetting Committee before being sent to the Controlling Council for final approval.

**Remittance is payable to the Institute of Chartered Shipbrokers South Africa, must be in Rands (ZAR),  
NO other currency will be accepted**

### **BANKING DETAILS**

Account Name: Institute of Chartered Shipbrokers	Branch: Kloof
Account No: 6250 710 9545	Branch Code: 221526
Bank: FNB	

## Declaration

I \_\_\_\_\_ have read and agree to the terms and conditions of enrolment. I understand that enrolment for Tutorship does not automatically register or enter me for the ICS Examinations

I agree to have my information shared with fellow students. *(Tick appropriate box)* YES  NO

\_\_\_\_\_  
Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Date

**\*This form is not valid unless signed\***