

**CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT**

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EXAMINATION INSTRUCTION 04 of 2020

- TO:** CHIEF DIRECTORS
DISTRICT DIRECTORS
DIRECTORS
DISTRICTS ASSESSMENT MANAGERS
SUB DISTRICT MANAGERS
SUB DISTRICT ASSESSMENT OFFICIALS
SUB DISTRICT CURRICULUM COORDINATORS
CIRCUIT MANAGERS
PRINCIPALS: ALL SECONDARY SCHOOLS OFFERING GRADE 12
- RE:** GRADE 12 NOV/DEC NSC ENTRIES FOR 2020
ANNEXURE A – SASAMS MANUAL FOR REGISTRATION
ANNEXURE B – COVER FOR ENTRY FORMS
ANNEXURE C – REGISTRATION FORM FOR NOVEMBER 2020 NSC PART TIME CANDIDATES

For the November 2020 NSC examination, registration data of grade 12 candidates will be uploaded from SA-SAMS, therefore all schools should follow the procedure indicated with screen shots in the short manual as explained in **Annexure A** of this Examination Instruction.

SA SAMS Processes (Fulltime learners)

Date	Activity
3-6 February 2020	School should start printing the NSC pre populated form and make necessary corrections
7 February 2020	School should submit the completed and signed registration forms in the cover sheet (Annexure B) for archiving to Examinations Officials in the Districts and SA SAMS database, together with the Validation Certificate to SA SAMS administrator and EMIS district officials
10 February 2020	District Examinations controls the Registration Forms and District EMIS control, validate and print a District Validation Certificate and both Registration Forms, Consolidated Databases and District Data Validation Certificates should be submit to the District Examinations and EMIS Corporate
10 February 2020	The province will start the process of uploading to warehouse.
13 Febraury 2020	The information will be uploaded to SITA

Manual Registration for Part-time NSC candidates in 2020

Part-time candidates; the attached registration (Annexure C) form should be submitted in a folder (also included).

Date	Activity
31 January 2020	Schools receives NSC entry forms for Part-time candidates
21 February 2020	Submission of registration forms to Examinations in the attached cover sheet (Annexure B) for capturing and archiving

Part-time candidates may not offer seven subjects (may offer 6 or less subjects).

Principals should note:

- that **part-time candidates** that indicate on the (part-time) entry form that they wish to offer SBA, will have to attend class throughout the year in the relevant subject(s) in order to compile SBA mark.
- Part-time candidates should attach copies of the previous grade 12 NSC results.

Principals must make absolutely sure that the correct centres numbers are used (for those applicable).

Learners (repeaters included) who register at full-time centres for the NSC (7 or more subjects), **must** be registered as full-time candidates.

Principals must ensure that:

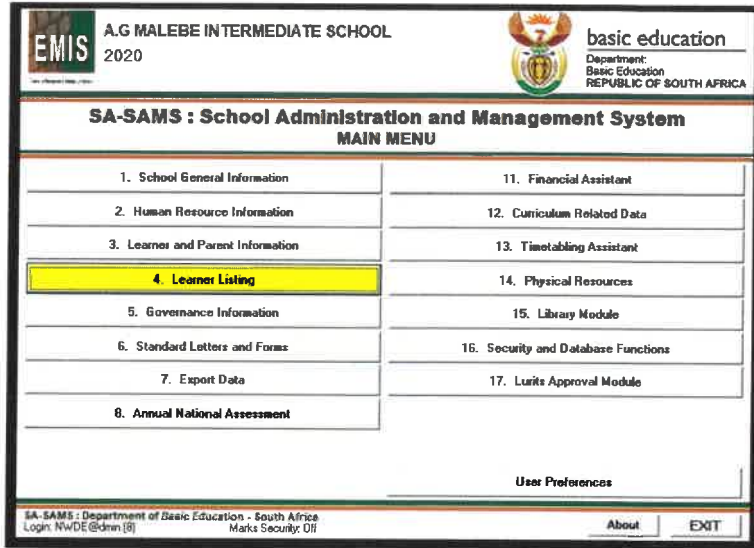
- Each candidate has attached a copy of his/her South African Identity Document or copy of certificate of birth. Immigrant candidates have to attach a copy of the Passport and a copy of approval of immigrant status.
- A copy of grade 11 report card is attached with each learner entry form.
- Grade 11 report card should clearly indicate whether a candidate was **progressed** and not **promoted** to grade 12. It must also be correctly indicated on the entry form of each candidate in the space provided.
- For candidates who were to repeat grade 11, but are progressed to Grade 12 as required by the regulations, that should be indicated on the report card and on the entry form of the candidate in the space provided.
- For candidates who changed subjects, the approval from the Director: Examinations must be attached.
- The candidate should indicate whether s/he is registering as part time or full time candidate.
- Candidates who offer more than 7 subjects, attach the approval letter received from the Director: Examinations as issued in the Grade 10 year.
- Candidates offering technical subjects should make sure that they use the correct subject code for a particular field of specialisation.


Ms. DE MOHUBE
CHIEF DIRECTOR: EXAMINATIONS & ASSESSMENT

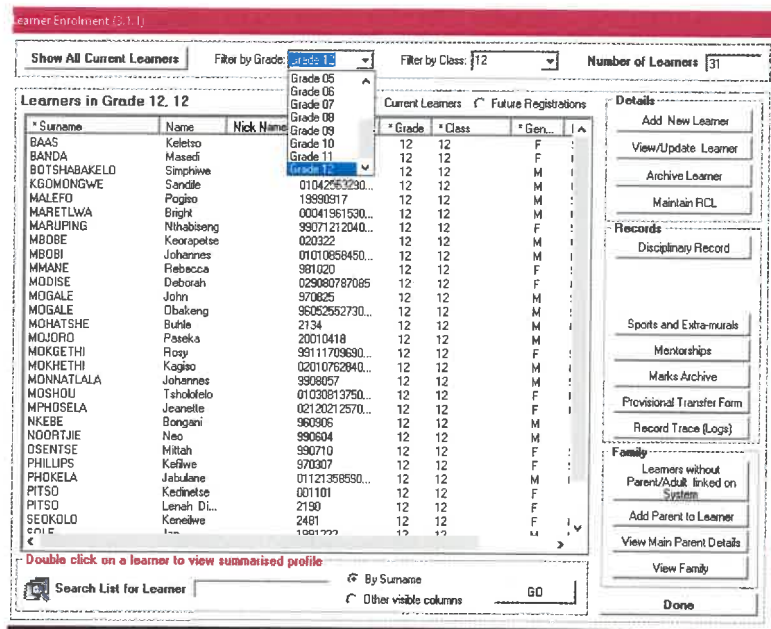
ANNEXURE A

Annexure A : SA SAMS NSC EXAM Registrtaion Guide

1. Select Learner Listing



2. Filter by grade for grade 12



3. Select the learner and click on view/update learner

Learner Enrolment (3.1.1)

Show All Current Learners Filter by Grade: All Filter by Class: 12 Number of Learners: 31

Learners in All Grades, 12 Current Learners Future Registrations

* Surname	Name	Nick Name	*Admission No	*Grade	*Class	*Gen...
M... ..	M... ..		5252101220	12	12	F
BANDA	Macedi		01112036934	12	12	F
BOTSHABAKELO	Simphele		091029	12	12	M
KGOMONGWE	Sandle		01042563290...	12	12	M
MALEFO	Pogiso		19980817	12	12	M
MARETLWA	Bright		00041961530...	12	12	M
MARUPING	Nthabiseng		98071212040...	12	12	F
MBOSE	Keorapetse		020322	12	12	M
MBOBI	Johannes		01010858450...	12	12	M
MMANE	Rebecca		981020	12	12	F
MOOSE	Deborah		029080787065	12	12	F
MOGALE	John		970825	12	12	M
MOGALE	Obakeng		96052552730...	12	12	M
MOHATSHI	Buhle		2134	12	12	M
MOJORO	Paseka		20010418	12	12	F
MOKGETHI	Froy		9511789690...	12	12	F
MOKGETHI	Kagiso		02010762840...	12	12	M
MONNATLALA	Johannes		9908057	12	12	M
MOSHOU	Tsholelelo		01030813750...	12	12	F
MPHOSELA	Jeanette		02120212570...	12	12	F
NKEBE	Bongani		960306	12	12	M
NOORTJIE	Neo		990604	12	12	M
OSENTSE	Mitah		990710	12	12	F
PHILLIPS	Kelive		970307	12	12	F
PHOKELA	Jabulane		01121358590...	12	12	M
PITSO	Kadinalse		001101	12	12	F
PITSO	Lenah D...		2190	12	12	F
SEOKOLO	Kenelive		2481	12	12	F
...	...		1001222	12	12	M

Double click on a learner to view summarised profile

Search List for Learner By Surname Other visible columns GO

Details: Add New Learner, View/Update Learner, Archive Learner, Maintain RCL

Records: Disciplinary Record

Spots and Extracurriculars: Mentorships, Marks Archive, Provisional Transfer Form, Record Trace (Logs)

Family: Learners without Parent/Adult linked on System, Add Parent to Learner, View Main Parent Details, View Family

Done

4. Verify that learner information is update and correct
5. If learner/s need Additional Support Needs it should be capture correctly.
6. Click on NSC Exam Registration

Update Learner Details (3.1.1)

KELETSO BAAS [F], Acc No: 9708181274084, RecID: 1209

Personal Details Additional Details Medical Information

Registration Information

Learner Tracking Number: Admission Number: 9736111274064 Identification Details

Registration Date: 2015/01/14 Birth Date Year: 1997 Month: 08 Day: 18 Gender: Female

Actual date that the learner enters the school

Population Group: African/Black Citizenship of learner: SA Citizen Identity Number: 9708181274084

Additional Support Needs (ASN) status: If No ID, Reason: Country of Residence: South Africa

Mainstream SEN in mainstream SEN in mainstream Custom SLD (Multi-grade class)

Province of Residence: North West

Learner entered this school in: Grade 08 Residencial and Contact Details (Address where Learner lives)

Current Grade: Grade 12 Grade 12 Physical Home Address: 85 Micro LAHOFF

Learner Progressed to this Grade: City/Suburb: Kleinakadop Code: 2570

Years in Grade: 1st and in Phase: 4th Home Tel. No. 1: 08362 51165

Class: 12 12 Emergency Tel. No. 2: 072919 5266

Learner's Name: Surname: BAAS City/Suburb: Kleinakadop Code: 2570

Previous Surname: Initials: K Nick Name: Home Tel. No. 1: 08362 51165

First Name (ONLY): Keleto Second Name: Third Name: Learner Cell Phone No.: Learner Email Address: NSC Exam Registration Reporting Language for this Learner: English

Update Done

7. Ensure that the learner information is complete
8. Postal address and Telephone numbers are required field
9. select the subjects by checking in the select checkbox
10. Click save to save the information
11. Click Print Learner NSC Exam Registration Details

Learner Enrolment (3.1.1)
Update Learner Details (3.1.1)
Learner's NSC Exam Registration (3.1.1)

KELETSO BAAS (F), Acc No: 9708181274084, RecID: 1209

Examination Year: **2020** **Yellow = New** Examination Centre: **9501062 | LETHASEDI**

Registration Type: Full time
No Fee Candidate:

Postal Address: 85 Miclo
LA-HOFF
Klerksdorp
Code: 2570

Learner Info
Instruction: English Report: English
Telephone No: (08362) 51166 Cell No:
Email:
Citizenship: SA Citizen Identity No: 9708181274084

Selected: 7 / 7

Select	Subject Name	NSC Code	Comment / Instrument
<input checked="" type="checkbox"/>	Setswana Home Language	SETHL	
<input checked="" type="checkbox"/>	English First Additional Language	ENGFA	
<input checked="" type="checkbox"/>	Afrikaans Second Additional Language	AFRSA	
<input checked="" type="checkbox"/>	Geography	GEOG	
<input checked="" type="checkbox"/>	Life Orientation	LIFE	
<input checked="" type="checkbox"/>	Life Sciences	LFSC	
<input checked="" type="checkbox"/>	Mathematics	MATH	

Print Learner NSC Exam Registration Details **Save** Done

LEARNER'S NSC EXAM REGISTRATION
Done

12. Message box indicating the Your Information has been Saved .

The screenshot shows the 'Update Learner Details' form for learner KELETSO BAAS. The form contains the following information:

- Examination Year: 2020 (Yellow - New)
- Registration Type: Full time
- No Fee Candidate:
- Postal Address: 85 Micro, LA-HOFF, Klerksdorp, Code: 2570
- Examination Centre: 9501062 | LETHASEDI
- Learner Info: Instruction: English, Report: English, Telephone No: (08362) 51166, Cell No: [blank], Email: [blank], Citizenship: SA Citizen

Select	Subject Name	NSC Code	Co
<input checked="" type="checkbox"/>	Setswana Home Language	SETHL	
<input checked="" type="checkbox"/>	English First Additional Language	ENGFA	
<input checked="" type="checkbox"/>	Afrikaans Second Additional Language	AFRSA	
<input checked="" type="checkbox"/>	Geography	GEOG	
<input checked="" type="checkbox"/>	Life Orientation	LIFE	
<input checked="" type="checkbox"/>	Life Sciences	LFSC	
<input checked="" type="checkbox"/>	Mathematics	MATH	

A 'Data Saved' message box is overlaid on the form, displaying a printer icon and the text 'Your information has been Saved.' with an 'OK' button.

13. Click on print learner NSC registration details to print the form

The screenshot shows the 'Update Learner Details' form with the 'Print Setup' dialog box open. The form contains the same information as in the previous screenshot. The 'Print Setup' dialog box is configured as follows:

- Printer: No Printer, Printer
- Name: Adobe PDF
- Status: Ready
- Type: Adobe PDF Converter
- Where: Documents*.pdf
- Comments: [blank]
- Paper Size: A4
- Orientation: Portrait, Landscape


The 'Print Learner NSC Exam Registration Details' button at the bottom of the form is highlighted, indicating it is the next step in the process.

- 14. Print out the form and check the correctness of the learner information
- 15. Learners should verify the information on the form and sign it off.
- 16. The schools should verify, sign and stamp the form before submitting .

Print Reports

1 of 1+ Max View Done

Preview



basic education
Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

Sequence no
Reëls nr

Exam Year
Eksamenjaar

GRADE 10 to 12 NSC ENTRY FORM / GRAAD 10 tot 12 NSS INSKRYWINGSVORM

INSTRUCTIONS / INSTRUKSIES:

- A certified copy of your ID document or birth certificate or passport (foreign candidates) must be attached to this registration form. / 'n Geseërfiseerde afskrif van jou ID dokument of geboortebesertifikaat of paspoort (buitelandse kandidate) moet aan hierdie registrasievorm geheg word.
- Full-time candidates need to provide proof that they achieved the previous year. / Voltydse kandidate moet bewys lewer dat hulle die vorige jaar geslaag het.
- Part-time repeater candidates must attach a copy of the statement of results of their last (previous) full time NSC sitting. / Deeltydse herhalerkandidate moet 'n afskrif van hulle simboolstaat van die laaste (vorige) voltydse NSS-sessie aanheg.

A. PREVIOUS NSC REGISTRATION HISTORY / VORIGE NSS-REGISTRASIEGESKIEDENIS

Have you entered and wrote the Grade 12 NSC (National Senior Certificate) examination before? / Het u voorheen vir die Graad 12 NSS (Nasionale Senior Sertifikaat) eksamen gereël en dit Y. Yes / Ja N. No / Nie

IF YES, complete the following! / Indien JA, voltooi die volgende:

	Examination number Eksamennummer	Year Jaar	Province Provinsie	Examination centre name Naam van Eksamenentrum
1.				
2.				
3.				

B. CENTRE (SCHOOL) INFORMATION / SENTRUM (SKOOL) INLIGTING

Region/District
Streek/Distrik

Examination centre name
Naam van eksamenentrum

Centre no.
Skuolnommer

Centre (School) contact number / Sentrum (Skool) kontak nommer
Telephone (code & number)
Telefoon (kode & nommer)

C. CANDIDATE REGISTRATION INFORMATION / KANDIDAAT REGISTRASIE-INLIGTING

Were you promoted by "Progression" the previous year?
Was jy die vorige jaar bevorder deur "Progressie"? Y. Yes / Ja N. No / Nie

Grade
Graad (10, 11 or 12)

Registration type
Registrasietipe (1 - Full-time / Voltyd, 2 - Part-time / Deeltyd)

Windows taskbar: 2:12 PM

17. In case a learner does not have postal address the system requires postal address from Main parent/Gaudian.

Update Learner Details (3.1.1)
Learner's NSC Exam Registration (3.1.1)

SIMPHWE BOTSHARAKELD (M), Acc No: 001029, RecID: 1468

Examination Year: **2020** Yellow - New Examination Centre: **9501062 | LETHASEDI**

Registration Type: **Full time**

No Fee Candidate:

Postal Address: _____

Learner Info:
 Instructions: **English** Report: **English**
 Telephone No: _____ Cell No: _____
 Email: _____ Identity No: **0010295772080**

Code: _____

User Message
Postal Address Required.

Select	Subject Name	Code	Comment / Instrument
<input checked="" type="checkbox"/>	Setswana Home Language		
<input checked="" type="checkbox"/>	English First Additional Language	ENGSA	
<input checked="" type="checkbox"/>	Afrikaans Second Additional Language	AFRSA	
<input checked="" type="checkbox"/>	Agricultural Sciences	AGRS	
<input checked="" type="checkbox"/>	Geography	GEDG	
<input checked="" type="checkbox"/>	Life Orientation	LIFE	
<input checked="" type="checkbox"/>	Mathematical Literacy	MLIT	

Print Learner NSC Exam Registration Details **Save** **Done**

18. To update postal address for a learner click on clicking on Main Parent

Update Learner Details (0.4)
Learner's NSC Exam Registration (0.4)

ITSEHPANG ABUENG (M), Acc No: 9812295203086, RecID: 2715

Personal Details
 Registration Information:
 Learner Tracking Number: **603122636**
 Admission Number: **9812295203086**
 Registration Date: **2016/01/15**
 Actual date that the learner enters the school:
 Additional Support Needs (ASN) status:
 Mainstream LSEN in appropriate class
 Multigrade Class LSEN in mainstream
 Learner of SNE school LD Learner
 SID Multigrade Class

Identification Details
 Birth Date: Year **1986** Month **12** Day **29**
 Gender: **Male**
 Population Group: **African/Black**
 Citizenship of learner: **SA Citizen**
 Identity Number: **9812295203086**
 If No ID, Reason: _____

Residential and Contact Details (Address where Learner lives)
 Physical Home Address: **30265 SHALENG SECTION**
BODIBE VILLAGE
 City/Suburb: _____
 Code: _____
 Home Tel. No. 1: _____
 Emergency Tel. No. 2: _____
 Learner Cell Phone No: **0731648227**
 Learner Email Address: _____

Personal Details
 Learner entered this school in: **Grade 10**
 Current Grade: **Grade 12** Grade 12
 Learner Progressed to this Grade:
 Years in Grade: **1st** and in Phase: **4th**
 Class: **12A** 12A

Learner's Name
 Surname: **ABUENG**
 Previous Surname: _____
 Initials: **TA** Nick Name: _____
 First Name (ONLY): **Tshepang**
 Second Name: **Albert**
 Third Name: _____

Right-hand sidebar:
 Learner Photograph
 EXTERNAL PICTURE FOLDER NOT FOUND
 Browse for Photograph
 Remove Photograph
 Disciplinary Records
 Change Admission No
Main Parent
 NSC Exam Registration
 Reporting Language for this Learner: **English**
 Update
 Done

19. Capture Postal address

20. Capture Tel Number and Cell Number

21. and click update to save the information

The screenshot shows the 'Update Parent Data (2.1.1)' form. The 'General Information' section includes fields for Title (Ms), Surname (MPHOSELA), First Name (Nomakhepu), Gender (Female), Home Language (SeTswana), Race (African/Black), Date of Birth (Year: 1967, Month: 08, Day: 20), ID Number/Passport, Street Address, City/Suburb, Code, Occupation, Employer, and Religion. The 'Correspondence Details' section includes Title + Initials (Ms N), Surname (MPHOSELA), Postal Address, Suburb/City, Code, Tel Number (Home), Tel Number (Work), Fax Number, Cell Number, Spouse tel (work), Spouse tel (cell), E-Mail, Relationship to Learner/s, Marital Status of Parent, Poverty Indicator, and Spouse Email. A 'Details of 2nd Parent Living at same address' section is also present. The 'Update' button is highlighted in yellow.

22. Message box indicating the Your Information has been Saved .

The screenshot shows the 'Update Parent Data (2.1.1)' form with a 'Data Saved' message box overlaid. The message box contains the text 'Your Information has been Saved.' and an 'OK' button. The form fields are filled with the same data as in the previous screenshot, including the 'Update' button highlighted in yellow.

The end

ANNEXURE B



education

Lefapha la Thuto la Bokone Bophirima
Noordwes Departement van Onderwys
North West Department of Education
NORTH WEST PROVINCE

GRADE 12 COVER FOR NSC ENTRIES: 2020

EXAMINATION CENTRE NUMBER	
EMIS NUMBER	
UMALUSI ACCREDITATION NUMBER (FOR INDEPENDENT SCHOOLS)	
CENTRE NAME	

DISTRICT NAME		DISTRICT NO	
SUB DISTRICT NAME		SUB DISTRICT NO	

POSTAL ADDRESS OF THE SCHOOL		PHYSICAL ADDRESS OF THE CENTRE	
POSTAL CODE		POSTAL CODE	

LOCAL MUNICIPALITY OF THE SCHOOL	
----------------------------------	--

SCHOOL TELEPHONE NO:	PRINCIPAL/SCHOOL CELL PHONE NO:	SCHOOL FAX NO

E MAIL ADDRESS OF THE SCHOOL	
------------------------------	--

SUMMARY OF ENTRIES:

TOTAL NO OF PROMOTED CANDIDATES	
+TOTAL NO OF CANDIDATES PROGRESSED	
TOTAL NO OF FULL TIME ENTRIES	
TOTAL NO OF FULL TIME ENTRIES	
+ TOTAL NO OF PART TIME ENTRIES	
TOTAL NO OF ENTRIES	

Candidates who passed G11 and promoted to G12

Candidates who failed G11 and progressed to G12

It should be noted that:

- A certified copy of a candidate's **ID document** or birth certificate or passport (foreign candidates) must be attached to his/her registration form.
- Full-time candidates** need to provide proof that they achieved the previous year. A copy of the previous year's final Grade 11 results must be attached.
- Part-time repeater candidates** must attach a copy of the statement of results of their last (previous) full time NSC sitting.

For PROGRESSED learners the Grade 11 statement of results which is attached must clearly indicate that the candidate was progressed and not promoted to Grade 12.

INFORMATION CERTIFIED CORRECT:

I hereby declare that the information is correct as stated above.

TITLE, INITIAL AND SURNAME OF THE PRINCIPAL (In print)		SIGNATURE OF THE PRINCIPAL		DATE	
--	--	----------------------------	--	------	--

ANNEXURE C



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

Sequence no
Reeks nr

Exam Year
Eksamenjaar

GRADE 12 NSC ENTRY FORM / GRAAD 12 NSS INSKRYWINGSVORM

This entry form is ONLY for Full-time candidates of schools NOT using the SA-SAMS system as well as all Part-time candidates.
Hierdie inskrywingsvorm is SLEGS vir Voltydse kandidate van skole wat NIE die SA-SAMS stelsel gebruik nie asook alle Deeltydse kandidate

INSTRUCTIONS / INSTRUKSIES:

- A certified copy of your ID document or birth certificate or passport (foreign candidates) must be attached to this registration form. / 'n Gesertifiseerde afskrif van jou ID dokument of geboortesertifikaat of paspoort (buitelandse kandidate) moet aan hierdie registrasievorm geheg word.
- Full-time candidates need to provide proof that they achieved the previous year. / Voltydse kandidate moet bewys lewer dat hulle die vorige jaar geslaag het.
- Part-time repeater candidates must attach a copy of the statement of results of their last (previous) full time NSC sitting. / Deeltydse herhalerkandidate moet 'n afskrif van hulle simbolestaat van die laaste (vorige) voltydse NSS-sessie aanheg.

A. PREVIOUS NSC REGISTRATION HISTORY / VORIGE NSS-REGISTRASIEGESKIEDENIS

Have you entered and wrote the Grade 12 NSC (National Senior Certificate) examination before? Y = Yes / Ja
Het u voorheen vir die Graad 12 NSS (Nasionale Senior Sertifikaat) -eksamen geregistreer en dit geskryf? N = No / Nee

If YES, complete the following/ Indien JA, voltooi die volgende:

	Examination number(s) Eksamennommer(s)	Year Jaar	Province Provinsie	Examination Centre name Naam van Eksamenentrum
1.				
2.				
3.				
4.				

B. CENTRE (SCHOOL) INFORMATION / SENTRUM (SKOOL) INLIGTING

Region / District
Streek / Distrik

Examination centre name
Naam van eksamenentrum

Centre no
Sentrum nr

C. REGISTRATION INFORMATION / REGISTRASIE-INLIGTING

Were you promoted by "Progression" the previous year?: Y = Yes / Ja
Was jy die vorige jaar bevorder deur "Progressie"?: N = No / Nee

"Progression" means that you failed Grade 11 but you were progressed to Grade 12.
"Progressie" beteken dat jy Graad 11 gedruip het maar deurgeplaas is na Graad 12.

Grade
Graad (10, 11 or/of 12)

Registration type
Registrasietipe 01 = Full-time/ Voltyds
02 = Part-time / Deeltyd

Gender
Geslag M = Male / Manlik
F = Female / Vroulik

Date of birth
Geboortedatum

Asylum seeker
Assiel soeker Y = Yes / Ja
N = No / Nee

ID number
ID-nommer

Immigrant
Immigrant Y = Yes / Ja
N = No / Nee

Passport number
Paspoortnommer Foreign candidates only
Alleenlik buitelandse kandidate Study permit number
Studiepermitnommer

Surname
Van

First names
Voornome

Race
Ras A = Asian / Asiër, B = Black / Swart, C = Coloured / Kleurling
I = Indian / Indiër, W = White / Blank, U = Unspecified / Ongespesifiseerd

No-fee candidate
Geen-fooi kandidaat Y = Yes / Ja
N = No / Nee

Home language
Huis taal A = Afrikaans, W = Setswana, I = Siswati, E = English, Z = IsiZulu, P = Sepedi
S = Sesotho, T = Xitsonga, V = Tshivenda, X = IsiXhosa, N = IsiNdebele, O = Other

Exam paper language
Eksamenvraesteltaal A = Afrikaans
E = English

Special need
Spesiale behoefte See codes on pages 3
Sien kodes op bladsye 3

Dyscalculia
Wiskundige disfunksie Y = Yes / Ja
N = No / Nee

SNE accommodation
SBO akkommodasie

Special needs (5 subject entry)
Spesiale behoeftes (5 vak-inskrywing) Y = Yes / Ja
N = No / Nee Only for candidates with special education needs /
Alleenlik vir kandidate met spesiale onderwysbehoefes

Verification by District official (For office use) / Verifikasie deur Distriksbeampte (Vir kantoorgebruik):

I confirmed that I have checked the candidate's entry against the supporting documents and the candidate qualifies to be registered as a Grade 12 NSC candidate.

Ek bevestig dat ek die kandidaat se inskrywingsvorm teen die stawende dokumente nagegaan het en die kandidaat kwalifiseer om as 'n graad 12-NSS-kandidaat geregistreer te word.

Name / Naam: _____

Signature / Handtekening: _____

Date / Datum: _____

**INSTRUCTIONS TO COMPLETE THE REGISTRATION FORM**

ID numbers (South African citizens) or passport numbers (for foreigners) are compulsory.

Special Needs Education (SNE) – Learners with special educational needs must attach the necessary documentation confirming their disability.

Special Needs Education (SNE) – Learners should apply for special accommodations (concession) if needed (e.g. large print, extra time, etc.).

No-fee candidates (candidates who don't need to pay school fees) - Candidates in no-fee schools qualify automatically. Other candidates need special approval and should apply at their school if needed.

Certificate language – currently Umalusi only issue certificates in English.

LOLT = Language of Learning and Teaching of the school.

INSTRUKSIES OM DIE REGISTRASIEVORM TE VOLTOOI

ID nommers (Suid Afrikaanse burgers) of paspoort nommers (vir buitelanders) is verpligtend.

Spesiale Behoeftte-onderwys (SBO) – Leerders met spesiale onderwysbehoefte moet die nodige dokumentasie aangeheg wat hulle gebrek sal bevestig.

Spesiale Behoeftte-onderwys (SBO) – Leerders moet aansoek doen vir spesiale akkommodasies (konsessies) indien benodig (bv. groot druk, ekstra tyd, ens.)

Geen-fooi-kandidate (kandidate wie nie skoolgeld hoef te betaal nie) - Kandidate in geen-fooi-skole kwalifiseer outomaties. Ander kandidate het spesiale goedkeuring nodig en moet aansoek doen daarvoor by hul skool indien benodig.

Sertifikaattaal – Umalusi reik tans net sertifikate in Engels uit.

LOLT = Taal van Onderrig van die skool.

SPECIAL NEEDS EDUCATION (SNE) CODES / SPESIALE BEHOEFTE ONDERWYS (SBO) KODES

CODE	DISIBILITY	EXAMPLES
00	None	<i>No disability</i>
01	Blind	
02	Partially Sighted	<i>Also low vision</i>
03	Deaf-Blindness	
04	Deaf	
05	Hard of Hearing	
06	Physical Disability	<i>Muscular Skeletal:</i> <ul style="list-style-type: none"> • Amputation • Joint disease <i>Neuro Muscular:</i> <ul style="list-style-type: none"> • Stroke • Hydrocephalus • Spina Bifida • Para/quadruplegia
07	Mild Intellectual Disability	
08	Severe Intellectual Disability	
09	Profound Intellectual Disability	
10	Dyslexia	
11	Dyscalculia	
12	Dysgraphia	
13	Learning Disability	
14	Attention Deficit Disorder	<i>ADD</i>
15	Attention Deficit Hyperactive Disorder	<i>ADHD</i>
16	Autism	

CODE	DISIBILITY	EXAMPLES
17	Cerebral Palsy	
18	Epilepsy	
19	Foetal Alcohol Syndrome	
20	Traumatic Head Injury	
21	Anxiety	
22	Bipolar	<i>Specify</i>
23	Chronic	<i>Asthmatic</i> <i>Diabetes</i> <i>Hypertension</i> <i>HIV & AIDS</i> <i>TB</i> <i>Allergies</i>
24	Conduct Disorder	
25	Depression	
26	Mental Illness	
27	Schizophrenia	
28	Language Disorder/Aphasia	
29	Social Communication Disorder	<i>Also Pragmatic language impairment</i>
30	Speech Sound Disorder	
31	Stuttering	
99	Other	<i>Specify</i>

SNE Accommodations (concession) (e.g. extra time, large print, braille, etc.) must be approved. / SBO Akkommodasies (konsessies) (e.g. ekstratyd, grootdruk, braille, ens.) moet goedgekeur word.

SUBJECT CODES (Alpha) / VAKKODES (Alfa)

ANNEXURE A

OFFICIAL HOME LANGUAGES AMPTELIKE HUISTAAL	CODE KODE
Afrikaans Home Language Afrikaans Huistaal	AFRHL
English Home Language Engels Huistaal	ENGHL
IsiNdebele Home Language IsiNdebele Huistaal	NDBHL
IsiXhosa Home Language IsiXhosa Huistaal	XHOHL
IsiZulu Home Language IsiZulu Huistaal	ZULHL
Sepedi Home Language Sepedi Huistaal	SEPHL
Sesotho Home Language Sesotho Huistaal	SESHL
Setswana Home Language Setswana Huistaal	SETHL
SiSwati Home Language SiSwati Huistaal	SWAHL
Tshivenda Home Language Tshivenda Huistaal	TSVHL
Xitsonga Home Language Xitsonga Huistaal	XITHL
South African Sign Language Home Language Suid Afrikaanse Gebaretaal Huistaal	SASHL
NON-OFFICIAL LANGUAGES NIE-AMPTELIKE TALE	CODE KODE
Arabic Second Additional Language Arabiese Tweede Addisionele Taal	ARBBSA
French Second Additional Language Frans Tweede Addisionele Taal	FRHSA
German Home Language Duits Huistaal	GRMHL
German Second Additional Language Duits Tweede Addisionele Taal	GRMSA
Gujarati Home Language Gujarati Huistaal	GUJHL
Gujarati First Additional Language Gujarati Eerste Addisionele Taal	GUJFA
Gujarati Second Additional Language Gujarati Tweede Addisionele Taal	GUJSA
Hebrew Second Additional Language Hebreeus Tweede Addisionele Taal	HBRSA
Hindi Home Language Hindi Huistaal	HNDHL
Hindi First Additional Language Hindi Eerste Addisionele Taal	HNDFA
Hindi Second Additional Language Hindi Tweede Addisionele Taal	HNDSA
Italian Second Additional Language Italiaans Tweede Addisionele Taal	ITLSA
Latin Second Additional Language Latyn Tweede Addisionele Taal	LTNSA
Mandarin Second Additional Language Mandaryns Tweede Addisionele Taal	MANSA
Modern Greek Second Additional Language Moderne Grieks Tweede Addisionele Taal	MGRSA
Portuguese Home Language Portugees Huistaal	PRGHL
Portuguese First Additional Language Portugees Eerste Addisionele Taal	PRGFA
Portuguese Second Additional Language Portugees Tweede Addisionele Taal	PRGSA
Serbian Home Language Serwies Huistaal	SRBHL
Serbian Second Additional Language Serwies Tweede Addisionele Taal	SRBSA
Spanish Second Additional Language Spaans Tweede Addisionele Taal	SPNSA
Tamil Home Language Tamil Huistaal	TMLHL
Tamil First Additional Language Tamil Eerste Addisionele Taal	TMLFA
Tamil Second Additional Language Tamil Tweede Addisionele Taal	TMLSA
Telegu Home Language Telegu Huistaal	TLGHL
Telegu First Additional Language Telegu Eerste Addisionele Taal	TLGFA
Telegu Second Additional Language Telegu Tweede Addisionele Taal	TLGSA
Urdu Home Language Urdu Huistaal	URDHL
Urdu First Additional Language Urdu Eerste Addisionele Taal	URDFA
Urdu Second Additional Language Urdu Tweede Addisionele Taal	URDSA

OFFICIAL FIRST ADDITIONAL LANGUAGES AMPTELIKE EERSTE ADDISIONELE TALE	CODE KODE
Afrikaans First Additional Language Afrikaans Eerste Addisionele Taal	AFRFA
English First Additional Language Engels Eerste Addisionele Taal	ENGFA
IsiNdebele First Additional Language IsiNdebele Eerste Addisionele Taal	NDBFA
IsiXhosa First Additional Language IsiXhosa Eerste Addisionele Taal	XHOFA
IsiZulu First Additional Language IsiZulu Eerste Addisionele Taal	ZULFA
Sepedi First Additional Language Sepedi Eerste Addisionele Taal	SEPFSA
Sesotho First Additional Language Sesotho Eerste Addisionele Taal	SESFA
Setswana First Additional Language Setswana Eerste Addisionele Taal	SETFA
SiSwati First Additional Language SiSwati Eerste Addisionele Taal	SWAFA
Tshivenda First Additional Language Tshivenda Eerste Addisionele Taal	TSVFA
Xitsonga First Additional Language Xitsonga Eerste Addisionele Taal	XITFA
HUMAN AND SOCIAL STUDIES MENSLEKE EN SOSIALE STUDIES	CODE KODE
Life Orientation Lewensoriëntering	LIFE
Geography Geografie	GEOG
History Geskiedenis	HIST
Religion Studies Religiestudies	RLGS
AGRICULTURE LANDBOU	CODE KODE
Agricultural Management Practices Landboubestuurspraktyke	AGRM
Agricultural Sciences Landbouwetenskappe	AGRS
Agricultural Technology Landboutegnologie	AGRT
BUSINESS, COMMERCE AND MANAGEMENT BESIGHEID, HANDEL EN BESTUUR	CODE KODE
Accounting Rekeningkunde	ACCN
Business Studies Besigheidstudies	BSTD
Economics Ekonomie	ECON
SERVICES DIENSTE	CODE KODE
Consumer Studies Verbruikerstudies	CNST
Hospitality Studies Gasvryheidstudies	HOSP
Tourism Toerisme	TRSM
IEB SUBJECTS IEB VAKKE	CODE KODE
Equine Studies Perdestudies	EQNS
Maritime Economics Maritieme Ekonomie	MRTE
Nautical Science Seevaartkunde	NTSC
Sport and Exercise Science Sport en Oefenkunde	SPES
CULTURE AND ARTS KULTUUR EN KUNSTE	CODE KODE
Dance Studies Dansstudies	DNCE
Design Ontwerp	DSGN
Dramatic Arts Dramatiese Kunste	DRMA
Music Musiek	MUSC
Visual Arts Visuele Kunste	VSLA
MATHEMATICAL SCIENCES WISKUNDIGE WETENSAPPE	CODE KODE
Mathematical Literacy Wiskundige Gelettertheid	MLIT
Mathematics Wiskunde	MATH

OFFICIAL SECOND ADDITIONAL LANGUAGES AMPTELIKE TWEDE ADDISIONELE TALE	CODE KODE
Afrikaans Second Additional Language Afrikaans Tweede Addisionele Taal	AFRSA
English Second Additional Language Engels Tweede Addisionele Taal	ENGSA
IsiNdebele Second Additional Language IsiNdebele Tweede Addisionele Taal	NDBSA
IsiXhosa Second Additional Language IsiXhosa Tweede Addisionele Taal	XHOSA
IsiZulu Second Additional Language IsiZulu Tweede Addisionele Taal	ZULSA
Sepedi Second Additional Language Sepedi Tweede Addisionele Taal	SEPSA
Sesotho Second Additional Language Sesotho Tweede Addisionele Taal	SESSA
Setswana Second Additional Language Setswana Tweede Addisionele Taal	SETSA
SiSwati Second Additional Language SiSwati Tweede Addisionele Taal	SWASA
Tshivenda Second Additional Language Tshivenda Tweede Addisionele Taal	TSVSA
Xitsonga Second Additional Language Xitsonga Tweede Addisionele Taal	XITSA
PHYSICAL, COMPUTER AND LIFE SCIENCES FISIESE, REKENAAR & LEWENSWETENSAPPE	CODE KODE
Computer Applications Technology Rekenaartoevoegingstegnologie	CATN
Information Technology Inligtingstegnologie	INFT
Life Sciences Lewenswetenskappe	LFSC
Physical Sciences Fisiese Wetenskappe	PHSC
EXTERNAL MUSIC SUBJECTS EKSTERNE MUSIEK VAKKE	CODE KODE
Associated Board of Royal Schools of Music Practical Music Examination Grade 7	ASSP7
Associated Board of Royal Schools of Music Performer's Diploma	ASSPD
Associated Board of Royal Schools of Music Performer's Licentiate in Music	ASSLT
Trinity College of London Practical Music Examination Grade 7	TRNP7
Trinity College of London (TCL) Performer's Certificate, Associate	TRNPD
Trinity College of London (TCL) Performer's Certificate	TRNAL
Trinity College of London (TCL) Performer's Licentiate in Music	TRNPL
UNISA Practical Music Examination Grade 7	UNIP7
UNISA Performer's Licentiate in Music	UNIPL
ENGINEERING AND TECHNOLOGY INGENIEURSWESE EN TEGNOLOGIE	CODE KODE
Technical Mathematics Tegniese Wiskunde	TMAT
Technical Science Tegniese Wetenskap	TSCE
Civil Technology (Construction) Siviele Tegnologie (Konstruksie)	CVTC
Civil Technology (Woodworking) Siviele Tegnologie (Houtbewerking)	CVTW
Civil Technology (Civil Services) Siviele Tegnologie (Siviele Dienste)	CVTV
Electrical Technology (Power Systems) Elektriese Tegnologie (Kragstelsels)	ELTP
Electrical Technology (Electronics) Elektriese Tegnologie (Elektronika)	ELTE
Electrical Technology (Digital Systems) Elektriese Tegnologie (Digitale Stelsels)	ELTD
Mechanical Technology (Automotive) Meganiese Tegnologie (Motorkunde)	MCTA
Mechanical Technology (Fitting and Machining) Meganiese Tegnologie (Paswerk- en Masjinerie)	MCTF
Mechanical Technology (Welding and Metal Work) Meganiese Tegnologie (Sweis- en Metaalwerk)	MCTW
Engineering Graphics and Design Ingenieursgrafika en -ontwerp	GRDS