# GOVERNMENT NOTICES

### DEPARTMENT OF NATIONAL EDUCATION

No. R. 1000

11 October 2005



DEPARTMENT OF EDUCATION

# REGULATIONS FOR THE REGISTRATION OF FURTHER EDUCATION AND TRAINING INSTITUTIONS, 2003

APPLICATION FOR REGISTRATION AS A PRIVATE FURTHER EDUCATION AND TRAINING INSTITUTION (Form FPX-01)

Note: Applicants must consult the document: Guide for Completing the Application for Registration as a Private Further Education and Training Institution.

A.   ADMINISTRATIVE DATA	
Legal name of the applicant	
2. Postal address of the applicant	3. Physical address of main campus
Postal Code 4. Telephone No. 6. E-Mail Address	Postal Code  5. Fax No.
7. Website address	
B.   COMPANY REGISTRATION PARTICULAR	S.S.
8. Legal name of the company	
9. Official trading name	
10. Type of company	
11. Registration No.	12. Company origin
13. Country of origin, if foreign	
C.   FULL DETAILS OF THE HOLDING COMP	PANY/ORGANISATION
14. Name of the holding company or parent organisation	
15. Name and surname of the head of the holding company/ Parent organisation	
16. Postal address of holding company/Parent organisation	17. Physical address (Domicilium citandi et executandi)

Postal Code	Postal Code
18. Telephone No.	19. Fax No.
20. E-Mail address	
21. Website address	
D.   PARTICULARS	S OF OWNERSHIP AND MANAGEMENT
22. Surname and naminstitution	ne of the head of
23. Title	24. I. D. No.
25. Telephone No.	26. Fax No.
27. Particulars of owner	ers or shareholders
Surname and Initials	
Nationality	I.D. / Passport No.
Surname and Initials	
Nationality	I.D./ Passport No.
Surname and Initials	
Nationality	I.D. /Passport No.
Surname and Initials	
Nationality	I.D. / Passport No.
Surname and Initials	
Nationality	I.D. /Passport No.
28. Details of the mana	agement
Surname and Initials	
Nationality	I.D./ Passport No.
Designation	
Surname and Initials	
Nationality Nationality	I.D./Passport No.
Designation	1.2./1 4559011 10.
2 co.L.mation	
Surname and Initials	
Nationality	I.D. /Passport No.
Designation	
Surname and Initials	
Nationality	I.D./Passport No.
Designation Designation	I.D./ Fassport IVO.
Designation	
Surname and Initials	
Nationality	I.D./Passport No.

Designation						_						
Surname and Initials												
Nationality	I.D./ Passport No.					$\Box$						
Designation								 	_			
Surname and Initials						_		 	_			 $\dashv$
Nationality	I.D./Passport No.								T	T	Γ	
Designation												
Surname and Initials												
Nationality	I.D./Passport No.						$\Box$					
Designation												
E.   DETAILS OF THE APPL	ICANT'S AUDITORS AND	BAN	KE	RS								
29. Name of the applicant's at	uditor											
30. Registration number with t Auditors' Board	he Public Accountants' &											

F.   DETAILS OF FET PROGRAMMES AND QUALIFICATIONS	OGRAMMES AND QUAL	IFICATIONS		
31. Programmes submitted to Umalusi for accreditation	to Umalusi for accreditati	on		
Name of programme	Entrance requirements	Mode of delivery	Language of instruction	Minimum duration in months
		**		
		S.		

	Minimum No of credits												
	Learning sub-field												
	NQF level												
ications	Qualification Title												
32. Details of FET Qualifications	Qualification ID No												

33. Details of the sites of delivery	
Name of site	
Physical Address of site	Programmes to be delivered
Postal Code	Province
Name of site	Province
Physical address of site	Programmes to be delivered
Thysical address of site	110grammes to be delivered
Postal code	Province
Name of site	•
Physical address of site	Programmes to be delivered
Postal code	Province
Name of site	Tiovince
Physical address of site	Programmes to be delivered
	8
	Province
Postal code	
Name of site	P
Physical address of site	Programmes to be delivered
Postal code	Province
Name of site	210/1110
Physical address of site	Programmes to be delivered
Postal code	Province
Name of site	
Physical Address of site	Programmes to be delivered
Postal code	Province
Name of site	
Physical address of site	Programmes to be delivered
Postal code	Province

# G. | STAFF AND STUDENT DATA

34. Total staff employed and students registered for FET programmes during the current year of operation. The data should be expressed as head count only.	rammes durir	ng the currer	nt year o	of operatio	on. The	data shou	ld be ex	pressed a	s head cou	ınt only.
		African	n	Coloured	red	Indian		White		TOTAL
		Female	Male	Female	Male	Female	Male	Female	Male	
Students										
المرادات الم	Full-time									
I cacinilg stail	Part-time									
JJ van gran C	Full-time									
Support statt	Part-time									
Source of the	Full-time									
OCTVICE STAIL	Dart-time									

NQF field level	Title of the qualification			Stu		,				
					ident hea	Student headcount enrolment	ırolment			
		AFRICAN	CAN	COLOURED	RED	INDIAN	AN	WE	WHITE	TOTAL
		Female	Male	Female	Male	Female	Male	Femal	Male	
	G									
									-	
									2	
						,				

## H. | OPERATION IN THE HE BAND

#### 36. Do you offer any programmes in the HE band?

Yes

No

37. If registered please provide the registration number with the Department of Education

#### I. FINANCIAL VIABILITY REPORTS AND LEGAL DOCUMENTS

Annexure 1. Audited annual financial statements

Annexure 2: Three-year financial forecasts.

Annexure 3: Business plan.

Annexure 4: Surety agreement.

Annexure 5: Sworn declaration on contributing to fidelity guarantee fund.

Annexure 6: Company registration documents issued by CIPRO.

Annexure 7: Occupational health and safety compliance audit report.

Annexure 8: Business registration certificate.

Annexure 9: Tax clearance certificate issued by SARS.

#### J. QUALITY ASSURANCE AND MONITORING

Annexure 10: Sworn declaration on application for accreditation.

Annexure 11: Sworn declaration on institutional capacity.

Annexure 12: Sworn declaration on monitoring and evaluation.

Annexure13: Accreditation report issued to the DoE by Umalusi.

#### K. INFORMATION FOR THE STUDENTS AND THE PUBLIC

Annexure 14: Student prospectus, calendar or brochure.

Annexure 15: Enrolment forms.

# L. DECLARATION ON NON-DISCRIMINATION

Annexure 16: Sworn declaration on non-discrimination.

# M. ADDITIONAL INFORMATION TO BE SUBMITTED BY EXTERNAL COMPANY ONLY

Annexure 17: Undertaking on equality of qualifications.

Annexure 18: Proof of recognition of official recognition in the country of origin.

Annexure 19: Proof of accreditation in the country of origin.