

# Application Form 2019

<b>Course Applied</b>	<b>Graphic Design Foundation</b>
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**Note:** each Application received is put through a Selection Process that includes scoring according to various criteria as prescribed by the institutions and the Qualification.

## Checklist

Below is a list of all sections and documents that need to be filled in or attached to your application form. Please tick

Item	Section	✓
1.	Did I attach 1 certified copy of my ID and my guardians' ID?	
2.	Did I attach a certified copy of my Matric/NQF Level 4 Qualification certificate?	
3.	Did I attach a certified copy of my latest Academic Qualification (if post-Matric)?	
4.	Did I attach my Motivation Essay?	
5.	Did I attach my Letter of Reference from a School Teacher/Principal/Religious/Community Leader?	
6.	Did I attach my Application Portfolio?	
7.	Did I attach proof of my parents/guardians' income (and Monthly expenditure)? (this may be in the form of three months bank statements, death certificates, grant receipt, affidavit of unemployment)	

## Applicant's Information

PLEASE COMPLETE IN BLOCK LETTERS

<b>Title:</b>		<b>Surname:</b>	
<b>First Name:</b>		<b>Middle Name(s):</b>	
<b>Residential Address:</b>			
	<b>Code:</b>		
<b>Postal Address:</b>			
	<b>Code:</b>		

<b>Tel No (home):</b>		<b>Work:</b>	
<b>Cell-phone No:</b>		<b>Email Address:</b>	

## For Office Use Only

Item	Section	✓	Date	Signed
1.	Has the Applicant filled all fields?			
2.	Has the Applicant attached all required documents?			



Please submit fully completed application forms and the necessary documentation by the 18 January 2019  
**NB.** Applications will be accepted by hand delivery only addressed to  
**The Recruitment Officer:** 21 Girton Road, Parktown, Johannesburg, 2193  
**Enquiries to:** applications@nemisa.co.za or message Nemisa on Facebook



## Educational Qualification

PLEASE COMPLETE IN BLOCK LETTERS and tick appropriate boxes

<b>Grade12/NQF Level 4 Qualification:</b>		<b>Year Obtained:</b>	
<b>Institution:</b>			

-- Attach a certified copy of Grade12/NQF Level 4 Qualification certificate (or latest June results) --

## Tertiary Qualification

Where appropriate please mention subjects related to media studies if any

<b>Degree/Diploma/Certificate:</b>		<b>Year Obtained:</b>	
<b>Institution:</b>			
<b>Duration of study:</b>		<b>Years</b>	<b>Months</b>
<b>Media Subjects (if any):</b>			

<b>Degree/Diploma/Certificate:</b>		<b>Year Obtained:</b>	
<b>Institution:</b>			
<b>Duration of study:</b>		<b>Years</b>	<b>Months</b>
<b>Media Subjects (if any):</b>			

-- Attach certified copies of degree/diploma/certificate/ and full academic transcripts --

## Previous/Current Employment (where applicable)

PLEASE COMPLETE IN BLOCK LETTERS and tick appropriate boxes

<b>Name of previous/current employer:</b>			
<b>Address:</b>			
		<b>Code:</b>	
<b>Tel No:</b>		<b>Position:</b>	
<b>Duration of employment:</b>		<b>Years</b>	<b>Months</b>
<b>Job Description:</b>			

-- Attach a curriculum vitae/resume with references --



**Disability/Special Needs** (where applicable)  
(PLEASE COMPLETE IN BLOCK LETTERS and tick appropriate boxes)

Blind		Partially Sighted		Deaf		Partial Hearing	
Quadraplegic		Paraplegic		Impaired Mobility		Learning Disability	
Other (please specify)							
Would you require assistance from the Disability Unit at NEMISA? If so, please specify							

-- Kindly supply NEMISA with the above information on your disability status when you submit your application.  
Failure to do so will limit NEMISA in meeting your reasonable assistance --

**Information required by the South African Qualification Authority (SAQA)**  
(PLEASE COMPLETE IN BLOCK LETTERS and tick appropriate boxes)

<b>Province:</b>		<b>Rural/Urban:</b>	
<b>Population Group:</b>		<b>Gender:</b>	
<b>Home Language:</b>		<b>Nationality:</b>	
<b>ID/Passport No</b> (attach 1 certified copy of your ID/Passport):			
<b>Religious Affiliation:</b>			
Christian		Jewish	
		Islam	
			Jehova's Witness
Hindu		None	
		Other (please specify)	
Other (please specify)			

**Portfolio Requirements**

Applicants are required to create an Application Portfolio and attach it to their application (please do not attach or submit your personal creative portfolio as we will not return it).

**1. Application Portfolio Requirements**

*Please produce the following art pieces (all drawings are to be done in pencil on A3 or A4 size paper; all drawings are to be compiled from the observation of real objects/subjects – do not trace nor copy from pictures). Ensure that your drawings have a 2-3cm border all around and that clearly write your name at the back of each drawing.*

Choose **three** of the following drawings:

1. A still-life drawing
2. A portrait of a famous person
3. A full-length drawing of a person walking
4. Your own cartoon character
5. A landscape drawing
6. A drawing of a room or interior space

**Motivation**

Please write a one-page Motivation that explains why you want to do a course in Graphic Design Foundation and attach it to your Application Form. In your Motivation, express why you feel this field is for you, and why you should be accepted into the class of 2019.

-- Attach a Letter of Reference from a Teacher/Principal/Religious/Community Leader as a testimonial to your commitment, responsibility and passion to this field of study --