POLICY DOCUMENT FOR REGISTRATION OF INTERNATIONALLY QUALIFIED NURSES AND MIDWIVES AND/OR FOREIGN QUALIFICATION WITH SOUTH AFRICAN NURSING COUNCIL

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1. INTRODUCTION

South African Nursing Council (SANC) is a statutory body established by an Act of Parliament and continues to exist in terms of the Nursing Act,2005 (Act No.33 of 2005).

SANC is responsible for the regulation of the nursing profession in South Africa. This is carried out through setting standards for nursing education and training as well as the standards for the practice of practitioners in nursing. It is also responsible for the registration

- Learner/midwives
- Nurses (including foreign nurses) and
- Additional qualification or Postgraduate diploma

2. PURPOSE

2.1 The purpose of this policy is to regulate the recruitment, employment, migration, and support of the status of foreign nurses in South Africa.

2.2 It outlines:

- 2.2.1 Categories of persons whose applications are processed by SANC
- 2.2.2 Requirements for registration with SANC
- 2.2.3 Process of application towards registration
- 2.2.4 The principles and criteria constituting the policy by which SANC evaluates foreign qualifications within the context of the NQF Act 67 of 2008 and Nursing Act 33 of 2005.

3. DEFINITIONS

TERM OF PHRASE	MEANING
Appeal	The formal petitioning, by an applicant
	(qualification holder), against the
	decision made by South African Nursing
	Council (SANC), after the evaluation
	process regarding the recognition of a
	foreign qualification.
Comparison	A process which entails comparing
	foreign qualifications with SANC
	qualifications, considering the structure
	and outcomes of foreign qualifications
	and locating them within the National
	Qualifications Framework (NQF)
Credit	A measure of the volume of learning
	required for a qualification or part
	qualification, quantified as the number of
	notional study hours required for
	achieving the learning outcomes
	specified for the qualification or part-
	qualification. In South African education
	and training system one credit is equated
	to ten (10) notional hours of learning.
Elective practica	The opportunity given to foreign
×	candidates to gain experience in a
	specific area of practice are required to
	apply to an approved South African
	nursing education institution.
Evaluation of foreign qualifications	The process followed by SANC to verify
	the authenticity of foreign qualifications

	and to compare them with SANC
	qualifications.
Foreign qualification A qualification which is both awar	
	an institution accredited or recognised in
	an education and training system other
	than South Africa (SA) and forms an
	intrinsic part of the system in accordance
	with its laws, policies or generally
	accepted practice.
Foreign qualification recognition value	The various recognition responsibilities,
chain	undertaken by key SA key role players,
	to recognise a foreign qualification for
	specific purposes.
Limited registration	In Section 33 (1) of the Nursing Act 2005,
	the Council may provide limited
	registration to a person who holds a
	qualification other than a qualification
	contemplated in Section 38 of the
	Nursing Act 2005 to practice as a nurse

National Qualifications Framework	The Comparison system approved by
	the Minister of Higher Education and
	Training for the classification,
	registration, publication and articulation
	of quality-assured national qualifications
	and part-qualifications. It is a single
	integrated system comprising three co-
	ordinated Qualifications Sub-
	Frameworks namely for: General and
	Further Education and Training; Higher
	Education; and Trades and Occupations
Regulatory Authority/body/Council	Government body formed or mandated
	under the terms of a legislative act
	(statute) to ensure compliance with the
	provisions of the act, and in carrying out
	its purpose.
Verification of foreign qualification	The process followed by SANC to check
1	the authenticity of foreign qualifications.
	Verification includes authenticating the
	status of institutions and qualifications
	offered by them, investigating the
	authenticity of qualification
	documentation, and verifying that the
	qualification was awarded to the
	individual in question.

4. ACRONYMS

ACRONYM	MEANING
DHA	Department of Home Affairs
FWMP	Foreign Workforce Management
	Programme
ID	Identity Document
IELTS	International English Language Testing
	System
NDoH	National Department of Health
NEI	Nursing Education Institution
NQF	National Qualification Framework
PRP	Permanent Residence Permit
RSA	Republic of South Africa
SA	South Africa
SANC	South African Nursing Council
SAQA	South African Qualification Authority
TOEFL	Tests on English as a Foreign Language

5. SCOPE

The categories covered by the scope include but not limited to:

5.1 Applicants who hold foreign qualifications and seek employment in South Africa.

These can be either:

- 5.1.1 Foreign nationals including refugees or
- 5.1.2 South African citizens.
- 5.2 Applicants who hold a foreign qualification and wish to undergo basic/undergraduate nurse training and education in South Africa.

- 5.3 Applicants who hold a foreign qualification and wish to pursue post-graduate studies in South Africa.
- 5.4 Applicants who wish to do elective practica in South Africa to gain experience in a specific area of practice.
- 5.5 Applicants who wish to do voluntary work or research in South Africa.
- 5.6 Applications who wish to be registered for employment after successful completion of his/her post-graduate studies in SA.

6. GENERAL PRINCIPLES

- 6.1 In South Africa, national legislation takes precedence over international legislation. The evaluation of foreign qualifications by SANC considers all SA NQF related legislation, regulations, and policies
- 6.2The foreign qualifications evaluation and evaluation and advisory service is provided in accordance with:
 - 6.2.1 The guidance and oversight provided by SANC governance structure, as well as SANC policies, codes, and service standards
 - 6.2.2 The principles of fairness, transparency, confidentiality, and consistency
 - 6.2.3 SANC values quality information as a cornerstone of effective processes and fair recognition decisions.
- 6.3 SANC takes seriously its responsibility to provide true, clear, and accessible information and expects the same of qualification holders and foreign institutions
- 6.4 Where substantial difference exists and can be demonstrated between foreign and local qualifications, it remains SANC's decision to recognise a foreign qualification at the designated NQF level
- 6.5 In accordance with the rules of administrative justice, a qualification holder has a right to be informed of the rationale underlying a recognition decision and exercise the right to appeal.
- 6.6 SANC has a zero-tolerance approach for fraudulent and corrupt practices
- 6.7 Any attempts to bypass standards procedures, or influence either the process or outcome of evaluation of foreign qualification, must be refused and reported

6.8 SANC reserves the right to revoke a Certificate of professional registration should any evidence come to light that compromises its integrity and validity

7. LEGISLATIVE FRAMEWORK

- 7.1 The Constitution of the Republic of South Africa, 1996 (Act 108 of 1996)
- 7.2 Nursing Act, 2005 (Act No. 33 of 2005)
- 7.3 The South African Qualifications Authority. National Policy and Criteria for designing and Implementing Assessment for NQF Qualifications and Part – Qualifications and Professional Designations in South Africa`
- 7.4 Immigration, Act 2002 (Act No. 13 of 2002)
- 7.5 National Department of Health Policy on Employment of Foreign Health Professional in the South African Health Sector, 2010
- 7.6 Refugees Act, 1998 (Act No. 130 of 1998)
- 7.7 Regulations relating to the particulars to be furnished to the Council for keeping of Register of Nursing Practitioners, the manner of effecting alterations to the Register, and Certificates that may be issued by the Council (R.195 of February 2008)
- 7.8 Regulations regarding the Register for learners / student nurses and learner/ student midwives (Government Notice No. 519 of 11 May 2020)
- 7.9 Regulations relating to Examinations of the South African Nursing Council (Government Notice No. R.7 of 8 January 1993)
- 7.10 Regulations for the Diploma in Midwifery for registration as a Midwife (Government Notice No. R254 of 14 February 1975)
- 7.11 Bridging course for Enrolled Nurses leading to registration as a General Nurse or a Psychiatric Nurse:(,GG No. R683 of 14 April 1989)
- 7.12 Course leading to registration as a nurse (general, psychiatric and community) and midwife (GG No. R425 of 22 February 1985)

8. CONTEXT

- 8.1 In executing the function of registration of foreign nurses and qualification from foreign countries, SANC takes cognizance of the policy of the National Department of Health (NDoH) on recruitment and employment of foreign health professional in the Republic of South Africa.
- 8.2 This policy was developed and is administered by the NDoH: Foreign Workforce Management (FWMP).
- 8.3 In accordance with this policy each health professional council accepts and processes applications relevant to its sector. SANC processes applications from foreign nurses and midwives who hold qualifications from a foreign country as well as South Africans who hold qualification from a foreign country as well as South Africans who hold from a foreign country.

9. CRITERIA

- 9.1To be accepted for evaluation, applications must meet all requirements stipulated in the published application material.
- 9.2 Applicants must provide SANC with complete and credible set of documents to enable evaluation
- 9.3 Nursing Education and Training Institutions must provide complete and credible qualification documents to qualifying learners
- 9.4 SANC will request relevant information from foreign institutions and professional bodies to conduct a fair and authentic evaluation of a foreign qualification
- 9.5A foreign qualification will be recognised as authentic after SANC has determined that all the verification requirements are met.

10. DOCUMENTATION TO BE SUBMITTED BY THE APPLICANT

10.1Applicants who hold a Foreign Qualification and wish to seek employment in South Africa

10.2 FOREIGN NATIONALS

The following must be submitted to SANC upon application:

- 10.2.1 Letter of intent/application form
- 10.2.2 Detailed Curriculum Vitae
- 10.2.3 A letter of support to write examinations in South Africa from the NDoH: FWMP
- 10.2.4 A certificate of English Language Proficiency obtained from an accredited institution (only for applicants whose nurse education was not done in English). The acceptable band for International English Language Testing System (IELTS) is 6. Only certificates from international recognised testing centres will be considered
- 10.2.5 Evaluation certificate of foreign educational qualification by the South African Qualifications Authority (SAQA)
- 10.2.6 Certified copy of official passport or South African identity document (except refugees who will submit the permit from Department of home affairs)
- 10.2.7 Certified copy of registration certificate of the Regulatory Body from the country of origin
- 10.2.8 Certified copy of qualification certificate
- 10.2.9 Valid license to practice as a nurse from the nurse's Regulatory Body where the applicant's nursing qualification is registered
- 10.2.10 Record of education and training (transcript) from the Nursing Education Institution in the country of origin
- 10.2.11 Verification certificate from the Regulatory Body of country of origin confirming that the applicant is in good standing and has no professional litigation pending against him/her (except for refugees)
- 10.2.12 Application form duly completed by the applicant himself/herself which can be downloaded at www.sanc.co.za
- 10.2.13 The applicable non-refundable application fee, which varies annually as per Circular on fees
- 10.2.14 Certified copy of marriage certificate where applicable
- 10.2.15 Letter of competence from the last employer

10.2.16 Police clearance letter from country of origin

NB! It is the responsibility of each individual to approach SAQA and NDOH. For SAQA evaluation certificate and the endorsement letter from NDOH. SANC may request original documentation to verify authenticity of documents in case of discrepancies

10.3 SOUTH AFRICAN CITIZENS

All requirements as outlined in 10.2, except that a letter of support from NDOH and **passport**.

10.4 REFUGEES

- 10.4.1 All requirements as outlined in 10.2 except points 10.1.7; 10.1.8; 10.1.9; 10.1.10, and 10.1.11; 10.1.15 and 10.1.16.
- 10.4.2 In addition, a formal recognition of the Refugee status from Department of Home Affairs (DHA)

10.5 APPLICANTS WHO WISH TO UNDERGO BASIC/UNDERGRADUATE NURSE TRAINING AND EDUCATION IN SA.

The approved nursing education institution that admits a learner from a foreign country must submit the following to the Council at the commencement of training:

- 10.5.1 Study permit from the DHA. Acceptance letter from the training institution, specifying start date and completion date of training. All students must have commenced the application process with the prospective NEI.
- 10.5.2 Evaluation certificate from SAQA confirming the educational qualification from the country of origin
- 10.5.3 Certified copy of education certificate

10.5.4 Certified copy of official passport or South African Identity document

10.5.5 Certified copy of marriage certificate where applicable

10.5.6 A Police Clearance certificate from the country of origin

NB!! SANC will issue the certificate of registration after completion of training, writing and passing the Board examination. The undergraduate Programmes to be undergone are as follows:

- Bridging course for Enrolled Nurses leading to registration as a General Nurse or a Psychiatric Nurse: GG No. R683 of 14 April 1989
- II. Course leading to registration as a nurse (general, psychiatric and community) and midwife GG No. R425 of 22 February 1985
- III. Course for the diploma in Psychiatric Nursing for registration as a Psychiatric Nurse: GG No. R880 of 2 May 1975
- IV. Diploma in Community Nursing Science GG No R276 of 15 February 1980
- V. Course for the diploma in Midwifery for registration as a Midwife GG No R254 of 14 February 1975

10.6 AN APPLICANT WHO HOLDS A FOREIGN QUALIFICATION AND WISHES TO UNDERTAKE POST-GRADUATE STUDIES IN SOUTH AFRICA

All the requirements as outlined in 10.2, and in addition of an acceptance letter into the program by the approved nursing education institution (NEI) in South Africa specifying the programme to undergo.

NB!! Application to be submitted 6 months before commencement of studies. No applications will be processed without the required documents from the country of origin.

NB: Refugees/Asylum Seekers who wish to undergo post-graduate studies will first be examined by the SANC as General Nurses for the R683 programme (both year levels). They will undergo post-graduate studies upon being successful in the written examination.

10.7 APPLICANT WHO WISHES TO DO ELECTIVE PRACTICA

- 10.7.1 Candidates who are studying in a foreign country and wish to do elective practica to gain experience in a specific area of practice are required to apply to an approved South African nursing education institution
- 10.7.2 The NEI that will host the foreign learner/s should submit the application letter to SANC indicating the following:
 - 10.7.2.1 Full names of foreign learner/s to be hosted
 - 10.7.2.2 The learning opportunities that the foreign learner/s will gain during the clinical practica in the South African Nursing Education Institution
 - 10.7.2.3 Duration of stay of foreign student/s in the Nursing Education Institution; that is the commencement date (format: yyyy-mm-dd) and the completion date
 - 10.7.2.4 Name(s) of the approved clinical facility/facilities where the foreign learner/s will be placed
 - 10.7.2.5 Name(s), qualification(s) and SANC reference number(s) of person(s) who will accompany the learner/s during their clinical placement
 - 10.7.2.6 Proof of payment to the Council of the non-refundable applicable fee per learner
 - 10.7.2.7 Clinical placement program

The following documents should be enclosed with the application letter:

- Certified copy of registration/enrolment certificate as a nurse from the country of origin
- II. Valid license to practice from the country of origin (for Professional nurses)
- III. Proof of indemnity insurance which is valid in South Africa
- IV. Certified copy of official passport or South African identity document

V. Valid visa where applicable

10.8 APPLICANTS WHO WISH TO DO VOLUNTARY SERVICE OR RESEARCH IN SOUTH AFRICA

- 10.8.1 The requirements are the same as in 10.1 above-except that it is the hosting institution which is a health establishment (e.g. hospital or clinic) and not a Nursing Education Institution which submits the required documents to SANC.
- 10.8.2 When all required documents and fees are submitted to the SANC and the application meets the minimum requirements set by the SANC, the following conditions will be applicable for both applicants in 12.4 and 12.5:
- 10.8.3 A letter is issued to the host Institution by the SANC (not a registration certificate)
- 10.8.4 Duration of **voluntary service** will not exceed a period of four (4) months

11 THE APPLICATION PROCESS

The process of application leading to registration is outlined below.

11.1 PHASE 1: PRE-APPLICATION PHASE

11.1.1 It is the responsibility of the individual applicant to obtain the SAQA evaluation certificate and an endorsement letter from the National Department of Health.

The delay in obtaining the above two documents should be addressed with the Institution directly and not with the South African Nursing Council

11.1.2 Prior to applying to SANC the applicant must have in his/her possession **all** the mentioned requirements as outlined depending on the type of application including Proof of payment of the non-refundable application fee.

11.2 PHASE 2: SUBMISSION OF THE APPLICATION DOCUMENTS TO THE SANC

- 11.2.1 On receipt of the necessary requirements together with the proof of payment of non-refundable application fee, a file is opened and the SANC reference number issued The SANC will acknowledge the application documents within two weeks of receipt at registration section
- 11.2.2 The acknowledgement letter will be accompanied by the following documents:
 - 11.2.2.1 Verification form which must be completed by **all** the Regulatory body/Board/Council where the applicant is currently registered.
 - 11.2.2.2 Transcript form to be completed by the Nursing Education/s where the applicant trained as a general nurse
- 11.2.3 The above forms must be completed in English, stamped and signed by the duly designated person. Original completed forms must be returned by the relevant authority directly to SANC in a sealed envelope which is stamped and signed by the duly designated person. The transcripts that require translation must be done by the responsible Nursing Education Institution
- 11.2.4 The verification form must have a legible seal of the regulatory body/Board/Council where the applicant is currently registered.
- 11.2.5 Completed transcript and verification forms must be returned within 3(three) months.to SANC. Applications will be terminated if the transcripts and verification are not returned within three months should the candidate wish to continue with the application a new application must be submitted with an applicable fee.
- 11.2.6 Sworn Affidavit to be completed by the Commissioner of Oaths and stamped accordingly. (in case of Refugees)

NB!! All the application documents (including transcripts and verifications) which are incomplete, have cancellations, and use of correction fluid and without attached non-refundable fee will not be accepted and will be returned back to the applicant

11.3 PHASE 3: ANALYSIS OF THE APPLICATION DOCUMENTS

- 11.3.1 This phase commences once the authentic verification form and the academic transcript are received by the SANC. During this phase, SANC will determine if the applicants meets the minimum requirements for registration in South Africa. Evaluation of the submitted documents will be done by a **panel of evaluators** at the South African Nursing Council, who will identify the SANC qualification equivalent to the candidate's training acquired in a foreign country. This is supported primarily by the South African Nursing Council regulations and directives and prescripts of South African Qualification Authority (SAQA).
- 11.3.2 If the applicant meets the requirements for such qualification, he/she is supported for the admission examination for foreign applicants for the qualification she has applied
- 11.3.3 The candidate is informed in writing of the outcome of the evaluation. The following documents and information is provided to the applicant in order to prepare for entry into the relevant examination:
 - 11.3.3.1 An application form for entry into the examination and information about the examination fee
 - 11.3.3.2 Brochure for learning material
 - 11.3.3.3 Information on examination centres
 - 11.3.3.4 Refugees write basic examinations that are conducted for SA citizens based on their area of competence as declared in the affidavit and SAQA evaluation certificate
 - 11.3.3.5 Nurses who are coming to South Africa for post basic studies are exempted from writing the admission examination, except refugees who need to write the relevant examination prior to commencing with studies

11.3.3.6 It is the responsibility of the applicant to purchase material for the examination and

NB: No previous question papers will be made available to applicants

11.4 PHASE 4: EXAMINATION

- 11.4.1 Only applicants who have submitted completed examination application forms, proof of payment, current license to practice (if the initial one has expired) and a relevant permit (where applicable) will be entered for the examination. The documents must be submitted on or before the closing date as reflected in the examination schedule for that year. Applicants who wish to have other qualifications need to write and pass General Nursing first before being supported to write examination for other qualifications, e.g. Midwifery, Psychiatry and Community Nursing.
 - 11.4.1.1 An examination form which is incompletely filled will not be processed and applications received after the due date will not be processed.
 - 11.4.1.2 The examination time table is send to the Nursing Education Institution where the examination will be held
 - 11.4.1.3 An SMS is sent to individuals to confirm registration to the examination two weeks before the examination is held
 - 11.4.1.4 The official examination results are posted to individual applicants and information is provided about the next application phase
 - 11.4.1.5 All applicants will be reassessed twice only and if the applicant is not successful, the application will be terminated
 - 11.4.1.6 The applicant who fails the examination and wishes to apply for remark will be guided by the remarking procedure of the SA

11.5 PHASE 5: APPLICATION FOR REGISTRATION

A candidate who is successful in the examination will be required to submit the following:

11.5.1 Application form for registration certificate

- 11.5.2 Proof of payment of the registration application fee
- 11.5.3 Letter of support from the NDoH for registration and employment: FWMP (2ND letter) in case of persons who seek employment.
- 11.5.4 Valid permit indicating that the applicant is allowed to work in South Africa, or for studying in South Africa.
- 11.5.5 An original copy of the License to practice (if the original one submitted expired during the process of application). The SANC will not register any candidate whose license to practice has expired hence it is important that an applicant update the license to practice with the Council/Authority body until registered with the SANC.
- 11.5.6 A certificate of limited registration is issued by SANC and is valid for a period determined in the work permit/critical skills permit/ relatives permit/ accompanying spouse permit
- 11.5.7 The conditions as stipulated in the 2nd Endorsement letter will reflect on the registration certificate (province and hospital where the nurse will be placed and the validity of the certificate)
- 11.5.8 Refugees are also issued with limited registration (in line with the validity period of such permit) which is renewable until they are permanent residents of South Africa
- 11.5.9 Candidates have to maintain their names on the register annually by paying subscription fees depending on their categories.

11.6 APPLICATION FOR EXTENSION OF REGISTRATION/CHANGES IN EMPLOYMENT

No extension of registration will be done automatically. A candidate who wishes to apply for extension of registration must submit the following:

- 11.6.1 Registration application form
- 11.6.2 Proof of payment of the registration application fee
- 11.6.3 Letter of support from the NDoH: FWMP extension (Not applicable if holding a PRP/ RSA ID)
- 11.6.4 Valid permit/permanent residence permit/certified copy of RSA ID document

11.6.5 Original certificate which has expired

11.7 APPLICATION TO CHANGE FROM STUDY TO WORK

- 11.7.1 Submission of all documents stated on 12.1
- 11.7.2 Proof of payment of application fee
- 11.7.3 On analysis of application document, applicant will be provided with verification form only
- 11.7.4 Applicant will be supported to sit for the admission examinations for all qualification which he/she wish to be registered.

11.8 APPLICATION FOR RE-REGISTRATION AFTER LEAVING SOUTH AFRICA

- 11.8.1 Applicant to submit letter of intent
- 11.8.2 Competency letters from most recent employers
- 11.8.3 Valid licence to practice; DOH endorsement certificate
- 11.8.4 On receipt of application, candidate will be provided with verification form to submit at most recent country of employment and country of origin
- 11.8.5 On receipt of completed verification, candidate will be issued with Registration certificate once all documents for registration certificate meets requirements

12 APPEALS PROCESS

An applicant may appeal against the decision made by South African Nursing Council (SANC), after evaluation process regarding the recognition of a foreign qualification.

14. USEFUL CONTACT DETAILS/INFORMATION

14.1 BANK DETAILS OF THE SOUTH AFRICAN NURSING COUNCIL

Name of Bank:

FNB (First National Bank)

Branch Code:

251445

Name of Account Holder:

South African Nursing Council

Account Number:

51425166282

Deposit reference:

14549091 (followed by name of applicant

14.2 NATIONAL DEPARTMENT OF HEALTH: FOREIGN WORKFORCE MANAGEMENT PROGRAMME

Physical Address

Postal Address

AB Xuma Building

1112 Voortrekker Road

Thabatshwane

Pretoria

Programme Manager

National Department of Health:

Foreign Workforce Management

Programme

E-mail: director@health.gov.za

Tel: 012-359-8686/0865

Fax: 086 529 5306

Private Bag X828

Pretoria

0001

Physical Address

6th Floor, Forum West

1067 Arcadia Street

Hatfield

Pretoria

Postal Address

Centre for Evaluation of Educational

Qualifications

PostNet Suite 248

Private Bag X06

Waterkloof

0145

E-mail: saqa.info@saqa.org.za

Website: www.saqa.org.za

Tel: 012-431-5000 Fax: 012-431- 5039

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14.4 TESTS ON ENGLISH AS A FOREIGN LANGUAGE (TOEFL)

Registration:

Johannesburg Test Center

Prometric

Thomson Prometric

ATTN: PTC Registrations

55 Empire Road

Noorderwagenplein 6

Parktown

8223 Al Lelystad

(Centre no. 8201)

The Netherlands

Tel: +27(0) 11 713 0653

Tel: +31 320 239-593

Fax: +27 (0) 11 482 3715

Fax: +31 320 239-886

www.ETS.org.za

14.5 INTERNATIONAL ENGLISH LANGUAGE TEST SYSTEM (IETS)

Physical Address Postal Address

Ground Floor British Council

Forum 1 P O Box 30637

Braakpark Braamfontein

33 Hoofd Street 2017

Braamfontein Tel: 011 718 4300

Johannesburg Toll Free: 0860 01 22 33

2001 Fax: 011 718 4400/4402

Email: information@britishcouncil.org.za

Website: www.britishcouncil.org.southafrica

14.6 SOUTH AFRICAN QUALIFICATIONS AUTHORITY

Physical Address

Postal Address

6th Floor, Forum West

Centre for Evaluation of Educational Qualifications

1067 Arcadia Street

Postnet-Suite 248

Hatfield

Private Bag x06

Pretoria

Waterkloof

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0145

Email: saqa. info@saqa.org.za

Website: www.saqa.org.za

Tel: 012 431 5000

Fax: 012 431 5039

15. APPOVAL AND REVISION

This Policy should be reviewed every two years by the Senior Manager: Learner Affairs and the Education Committee.

16. SIGNATURE

