

PRESENT SURNAME

MAIDEN SURNAME

FIRST NAMES (AS ON PASSPORT/BIRTH/IDENTITY DOCUMENT)

*ID NUMBER _____

2. Date of birth:

3. Postal Address:

*E-MAIL ADDRESS

Postal Code:

*CELL PHONE NUMBER

4. Full particulars regarding applicant's educational qualifications:

(a) School certificate: _____

(b) Post-school qualification

Name of certificate: _____

Name of diploma:

Year of completion:

Institution where obtained:

Examination Number:

Year of completion:

School subjects passed	Month Year	Grade	Symbol	School subjects passed	Month Year	Grade	Symbol

Degree for which applicant proposes to study: Year of first registration: Name of proposed university:

OFFICIAL USE ONLY:

CONDITION:

FURTHER COMMENTS:

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W.E.F.:	EXPIRY DATE:	MB OFFICIAL:	LANGUAGE:
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**TO HAVE YOUR QUALIFICATION EVALUATED FOR EMPLOYMENT PURPOSES
PLEASE CONTACT SAQA [Help Desk: 0860103188(www.saqa.org.za)]**

PO Box 3854
Pretoria
0001
Block E, Hadefields Office Park
1267 Pretorius Street
Hatfield 0083

Application for an Exemption Certificate for admission to Bachelors Degree studies at South African higher education institutions (Public universities and affiliated private institutions)

A. This form must be accompanied by:

1. Original Educational qualifications (High School and post-school qualifications) or copies certified correct by the Registrar of a South African public university, private higher education institution, admitted attorney/advocate or by a South African Embassy, Consulate, High Commission or Trade mission or by public Notary in a foreign country. Sworn translations into either English or Afrikaans must accompany documents originally issued (issued initially) in another language.
2. An Original official academic record reflecting the courses passed in different years, if the application is based on the grounds of post-school qualifications, with a prescribed minimum duration of at least three years uninterrupted study (RSA students only)
3. A certified copy of the particulars in the applicant's identity document reflecting his/her date of birth, or of the applicant's birth certificate.
4. A married woman must also submit a certified copy of her marriage certificate or divorce order.
5. The applicable exemption fee. The money is not refunded if the applicant does not qualify or fails to respond to communication regarding the application.
6. Applications for conditional exemption will only be finalised upon receipt of an acceptance letter or proof of registration from the applicable higher education institution.

NB: *The correctly certified documents must be posted or couriered to the Matriculation Board. Email copies, statements of results, and copies of documents certified by Commissioners of Oaths (including police, post office staff, bank managers, and practicing/legal practitioners) are not accepted for issuing the exemption certificates*

PROTECTION OF PERSONAL INFORMATION (POPIA) AGREEMENT

USAf and the Matriculation Board respect your privacy and are committed to keeping your personal information secure and confidential. In compliance with our obligations under POPIA and PAIA, we are currently informing everyone for exemption of the following:

- o Your privacy is of the utmost importance to us. Our databases are securely stored in accordance with best business practices, and access is strictly controlled.
- o We will not share your information with third parties without your prior consent (unless required by law).
- o Should you have any questions or concerns, please contact us at Applications@usaf.ac.za

I hereby grant the Matriculation Board permission to share the outcome of my exemption certificate application with South African public and private higher education institutions if it is required for my application to the institution.

Full Names: _____

ID number: _____

Date: _____

Signature: _____

OFFICIAL STAMP OF
UNIVERSITY CONCERNED
AND SIGNATURE

STUDENT NO.: _____