

REGISTRATION OF HOME EDUCATED LEARNERS WITH THE PROVINCIAL DEPARTMENT OF EDUCATION

Learners in the compulsory schooling phase (between the ages of SEVEN (7) and FIFTEEN (15) years or Grade 1 – Grade 9, whatever comes first) need to register with the Provincial Department of Basic Education in their province.

PROCESS

Download the application form from the Department of Basic Education's website
<https://www.education.gov.za/Programmes/HomeEducation.aspx>

1.

- 1.1 Go to Home Education Application forms and select the form for your province
- 1.2 Complete the form online (detailed instructions are provided)

2. Several additional documents are required:

- Certified copy of the learner's birth certificate
- Certified copy of the learner's last school report signed by the principal (if applicable)
- Certified copy of the parent's ID
- In case of foreign nationals certified copies of their passport/study permit/work permit/ asylum document is required.
- Certified copy of the transfer certificate from the previous school (if applicable)
- In case of a learner with special needs, attach a certified copy of the assessment document or referral letter from the medical practitioner
- Motivation as to why the parent wishes the learner to be educated at home
- Full details of the educational programme (subjects, teaching hours per subject, assessment, extracurricular activities, excursions, library visits, use of a tutor)

These documents must be attached manually to the email.

3. Click the "submit" button

TIPS

1. Get the full details of the required educational programme from Impaq's facilitator's guide, which provides a summary of the year plan. Clearly state that the CAPS curriculum will be followed.
2. The assessment plan for every subject can be downloaded from *my.Impaq* and submitted.
3. Rather do not commit to a single tutor by specifying his/her name. It often happens that the parents change tutors from year to year, or by subject. Rather state the following: "Tutors will be enlisted as required".
4. Such a registration is only valid for three years, whereafter the learner must be reregistered.