

Frequently Asked Questions: Qualifications and Certification

1. General

1.1 Which qualifications does Umalusi issue certificates for?

Presently Umalusi Council issues the following certificates:

Schooling qualifications:

The Senior Certificate (SC) which was offered before 2008 and is being phased out – its final examination will be administered in 2014

The National Senior Certificate (NSC) which replaced the Senior Certificate and commenced in 2008

Vocational qualifications:

The National Technical Certificate N3

The National Senior Certificate: Colleges – phasing out by the end of 2011

The National Certificate: Vocational (NCV) – commenced in 2007

Adult Education and Training qualifications:

The General education and Training Certificate for adults (GETC: ABET)

1.2 I have lost my certificate. Where can I get copy?

You have to apply for a replacement certificate at the Assessment Body through which you wrote the exam i.e. either a provincial department of education or the Independent Examinations Board (IEB) or the Eksamen Raad vir Christelike Onderwys (ERCO) (Previously BCVO and OAER). An affidavit should accompany your application.

1.3 Can I get a confirmation letter of my achievements from Umalusi if I have lost my certificate?

Yes, Umalusi can verify your qualification and confirm your results this by way of a letter. The service comes with a fee of R23.

1.4 Can I get a confirmation letter of my achievements from the assessment body if I have lost my certificate?

Yes, the assessment body where you apply for a replacement of your lost certificate can supply you with a confirmation letter to indicate that you are in the process of applying for a replacement certificate and confirm your qualification and results.

1.5 What should one do if the certificate was issued with incorrect personal information?

You must contact the Assessment Body, either a provincial department of education or the Independent Examinations Board (IEB) or the Eksamen Raad vir Christelike Onderwys (ERCO) (Previously BCVO and OAER) to apply for the corrections. Only spelling corrections can be rectified.

1.6 My name has changed. Can I get a new certificate with my new name?

Should you require a change of personal details due to a legal process, the assessment body will provide detailed information on the documents required and the fee to be paid. Umalusi however only considers such changes where it is in the best interest of the individual.

1.7 I wrote my examination in another country, can Umalusi issue me with an equivalent certificate?

Umalusi does not evaluate foreign qualifications. Please contact the South African Qualifications Authority through their website at www.saqa.org.za

1.8 What is a subject certificate?

A candidate who did not qualify for a full certificate is issued with a subject certificate for the subjects passed. A subject certificate is also issued to candidates who have rewritten and improved their results in a given subject.

1.9 Can I register with Umalusi for supplementary exams?

No, Umalusi is not an assessment body. For supplementary exams please register with an assessment body (Either a provincial department of education or the Independent Examinations Board (IEB) or the Eksamen Raad vir Christelike Onderwys (ERCO) (Previously BCVO and OAER).

FAQ: National Senior Certificate

1.10 Will Umalusi continue to issue the Senior Certificate after it is phased out in 2014?

Yes. Umalusi has records of all Senior Certificates from 1992 and will continue to issue the Senior Certificate for replacement purposes.

1.11 If I have studied other courses at NQF level 4 or 5 such as a diploma in management, can you give me recognition of prior learning (RPL) or assess the results and grant me a National Senior Certificate?

Unfortunately not. The National Senior Certificate is granted according to specific rules of combination and therefore one has to write the matric to get a matric.

1.12 I have rewritten and improved the results of some of my subjects. Can I get a new certificate with improved symbols?

If you are already in possession of a National Senior Certificate, combination is possible only if through the improvement of your results the status of the certificate changes e.g. a new certificate can be obtained if the old certificate allows access only to a Diploma but with the improvement you are now eligible for access to a first degree Bachelors studies.

1.13 What are the pass requirements for the National Senior Certificate if I want entrance to university?

The *National Senior Certificate* will be awarded to you if you have complied with the following requirements which form the basis for determining pass requirements to be accepted at University for the Higher Certificate, Diploma or Degree Studies programmes:

To obtain a National Senior Certificate you must have offered the following subjects in the examination:

Subject
One Home Language
One Home or First Additional Language
Mathematics or Mathematical Literacy
Life Orientation
3 x subjects selected from Group B

and further fulfill the minimum promotion requirements, viz:

- achieve **40%** in three subjects, one of which is an official language at Home Language level;
- achieve **30%** in three subjects; and
- provide full evidence in the School-Based Assessment component, in the event of a subject failed.
- To qualify for admission to Higher Certificate studies you need to pass with a minimum 30% in the language of learning and teaching of the Higher Education institution concerned.

To qualify for admission to **Diploma Studies** at a University, you need to pass the *National Senior Certificate*, with an achievement rating of 3 (moderate achievement, 40%–49%) or better in four recognised NSC 20-credit subjects, and a minimum 30% in the language of learning and teaching of the Higher Education institution concerned.

To qualify for admission to **Bachelors Degree** studies at a University, you need to pass with a minimum of 30% in the language of learning and teaching of the Higher Education institution concerned, in addition to an achievement rating of 4 (adequate achievement, 50%–59%) or better in four subjects chosen from the designated subject list determined by Higher Education.

1.14 Can I get a National Senior Certificate if I wrote my subjects over more than one examination?

Yes, you can improve the status of a certificate issued to you, taking into consideration the minimum higher education admission requirements, e.g. from a National Senior Certificate with access to Diploma Studies to access to Bachelors Degree studies, by completing the outstanding requirements. A new certificate, taking into consideration the requirements will be issued, if this does not exceed a maximum of 3 examination sittings.

1.15 Is it possible to combine two statements of results written in different years in order to obtain a National Senior Certificate?

Yes, through the assessment body where you wrote (Either a provincial department of education or the Independent Examinations Board (IEB) or the Eksamen Raad vir Christelike Onderwys (ERCO) (Previously BCVO and OAER). and according to certain regulated rules of combination

FAQ: Verification of Certificates

1.16 Which certificates does Umalusi verify?

Umalusi verifies the National Senior Certificate, Senior Certificate, General Education and Training Certificate (GETC) for adults and N3 certificates and National Certificate (Vocational) (NCV)

1.17 Does Umalusi verify N4 –N6 Certificates?

All N4-N6 Certificates must be verified by the Department of Higher Education and Training

1.18 From which year does Umalusi verify certificates?

Umalusi verifies certificates issued from November 1992. All certificates issued before November 1992 must be verified by the Departments of Basic Education and Higher Education and Training (N3).

1.19 What happens if I have already paid for the verification of a certificate only to discover that Umalusi does not have the necessary records?

We either refund you or keep the money for a future verification request. Umalusi only verifies certificates that were issued after 1992. Certificates issued earlier must be verified by the respective department of education. However, in order to avoid such incidents you are advised to confirm the examination date before making payment.

1.20 Am I able to apply directly to Umalusi for the verification of my certificates?

No, Umalusi verifies whether or not qualifications are authentic by making use of a service which is available to the general public via agencies, whose contact details can be found on the Umalusi website, under the heading, Verification of Certificates