

Physical Address	Postal Address
37 General Van Ryneveld Street Persequor Techno Park Pretoria South Africa 0020	PO Box 151 Persequor Technopark Pretoria 0020 Tel : 012 349 1510

### **APPLICATION FOR THE ISSUE OF AN INDIVIDUAL CERTIFICATE (NATED N3/NSC & NCV L2-L4)**

This application is only for the issue of a certificate to an individual candidate from private colleges who complied with the requirements for the attainment of a qualification. Candidates should ensure that before applying, the Department of Higher Education should submit a certificate request to Umalusi. It should be noted that if a private college's account is in arrears at Umalusi, the college will not receive any certificates. Candidates of private colleges can herewith apply for the issue of an individual certificate.

An amount of **R235.00** is payable for the issue of the **certificate**. If the certificate should be couriered, an additional **R 65.00** must be paid to Umalusi. **The amounts are valid for applications received with the 2019/20 financial year (1 April 2019 to 31 March 2020).**

**A completed application form, certified copy of an ID** and a **proof of payment** should be submitted/posted to Umalusi, at the physical or postal address listed above. It can also be e-mailed to Finance@umalusi.org.za

**PLEASE NOTE: APPLICANTS CAN CONTACT DHET (012 357 3935/60) OR UMALUSI (012 349 1510) FOR THEIR CERTIFICATE NUMBERS.**

Full name(s)													
Surname													
Maiden name													
ID Number													
Address (this address will be used to courier the certificate)													
Tel no													
Cell number													
Email address													
Certificate number:	<table border="1"> <tbody> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </tbody> </table>												

- This is the 12 digit number that the DHET should provide

Please mark with X to indicate if the certificate should be couriered to the address as indicated above or kept for collection at Umalusi.

Collection at Umalusi offices		R 235.00
Couriered to the address as indicated above		R 300.00

