

Registering a New Learner

Non-South African Citizen, Grade 8

Enter Learner Details - Step 2

1. Identity



My Applications

My Learners

Edit Parent/Guardian Details

Logout

Apply For Existing Learner

Add another Learner

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View Messages Received

View Learner Progress

ENTER LEARNER DETAILS – STEP 2

1
Identity

2
School & Grades

3
Address & Submit

Please enter the learner's identity details. Fields marked * are required.

Learner Residency Status

 South African / Permanent Resident

 Non South African Citizen

 Non-documented SA Citizen

1. Choose Learner's Resident Status

Please enter the learner's identity details. Fields marked * are required.

Learner Residency Status

☒ South African / Permanent Resident ☐ Non South African Citizen ☐ Non-documented SA Citizen

SA ID Number *

13-digit SA ID number

First Name * Surname *

Date of Birth * Gender *

dd/mm/yyyy Please select

[< Back to Learners](#) [Next >](#)

2. Click "Non South African Citizen"

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Please enter the learner's identity details. Fields marked * are required.

Learner Residency Status

☐ South African / Permanent Resident ☒ Non South African Citizen ☐ Non-documented SA Citizen

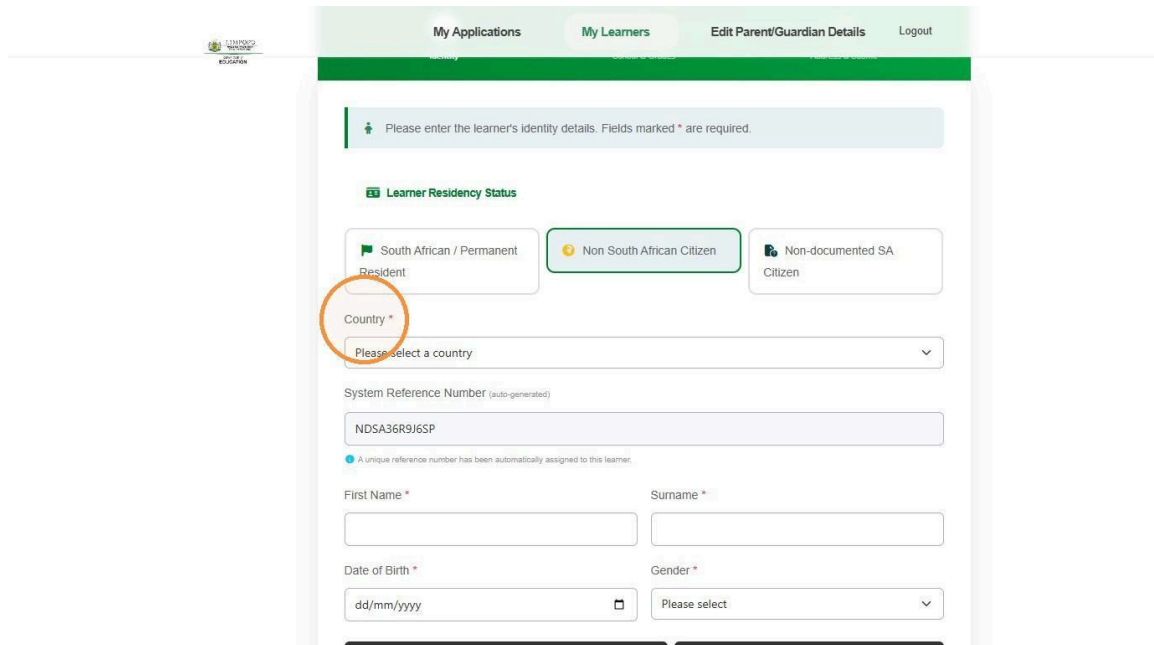
SA ID Number *

13-digit SA ID number

ID number does not appear to be authentic.

First Name * Surname *

3. Click "Country *"



My Applications My Learners Edit Parent/Guardian Details Logout

Please enter the learner's identity details. Fields marked * are required.

Learner Residency Status

South African / Permanent Resident Non South African Citizen Non-documented SA Citizen

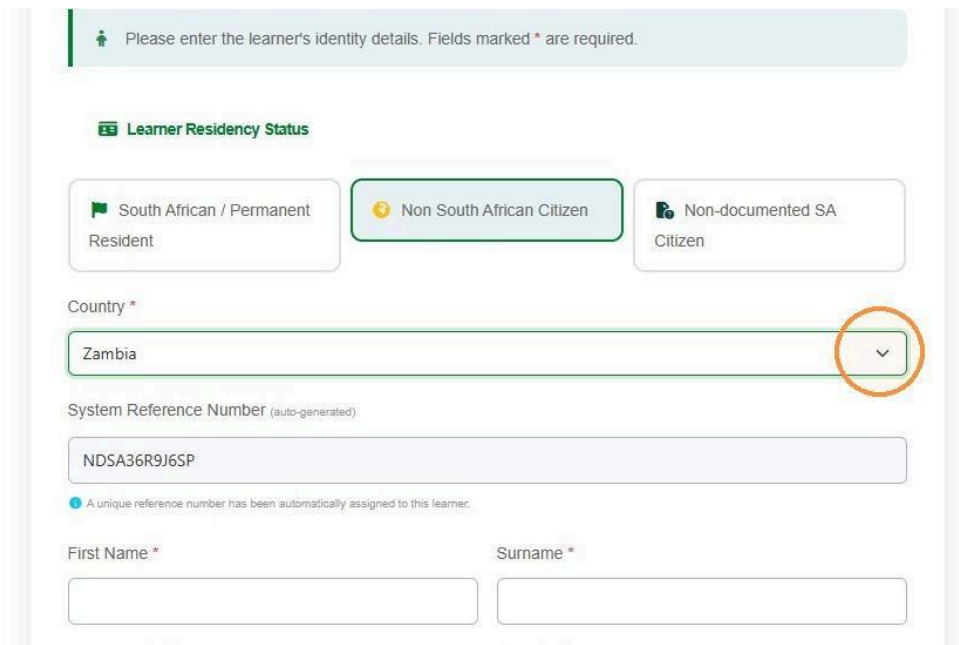
Country *
Please select a country

System Reference Number (auto-generated)
NDSA36R9J6SP

A unique reference number has been automatically assigned to this learner.

First Name * Surname *
Date of Birth * Gender *
dd/mm/yyyy Please select

4. Click on the dropdown to see a list of countries, choose the country the learner is from.



Please enter the learner's identity details. Fields marked * are required.

Learner Residency Status

South African / Permanent Resident Non South African Citizen Non-documented SA Citizen

Country *
Zambia

System Reference Number (auto-generated)
NDSA36R9J6SP

A unique reference number has been automatically assigned to this learner.

First Name * Surname *

5. The system will auto-generate a reference number for the learner.

South African / Permanent Resident

Non South African Citizen

Non-documented SA Citizen

Country *
Zambia

System Reference Number (auto-generated)
NDSA36R9J6SP

A unique reference number has been automatically assigned to this learner.

First Name *

Surname *

Date of Birth *

Gender *

6. Enter the Learners First Name in the "First Name *" field.

Country *
Zambia

System Reference Number (auto-generated)
NDSA36R9J6SP

A unique reference number has been automatically assigned to this learner.

First Name *

Surname *

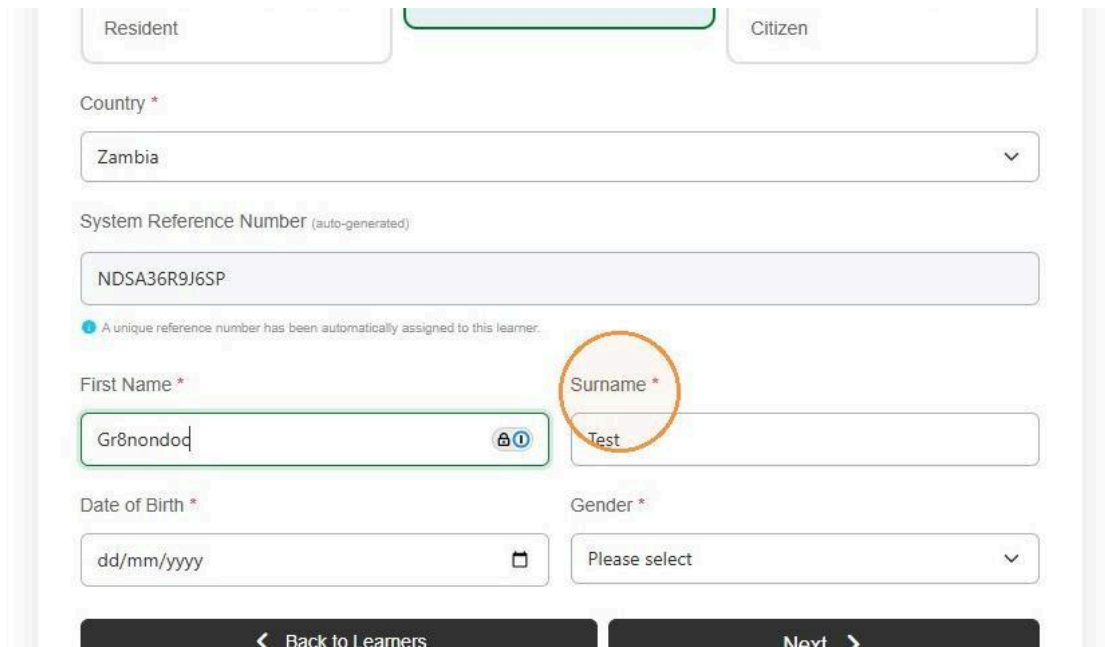
Date of Birth *
dd/mm/yyyy 

Gender *
Please select

< Back to Learners

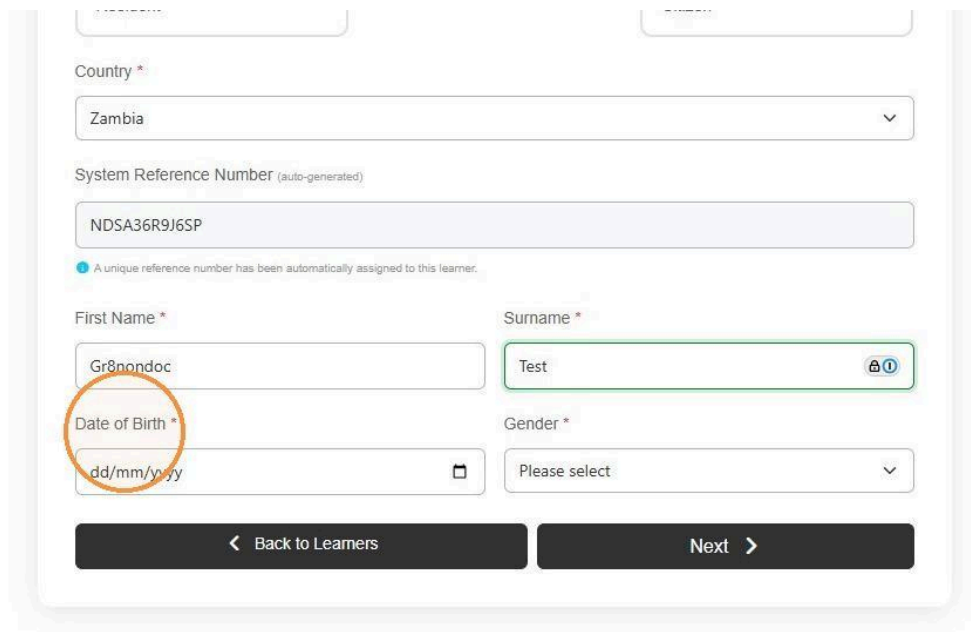
Next >

7. Enter the learners Surname in the "Surname *" field.



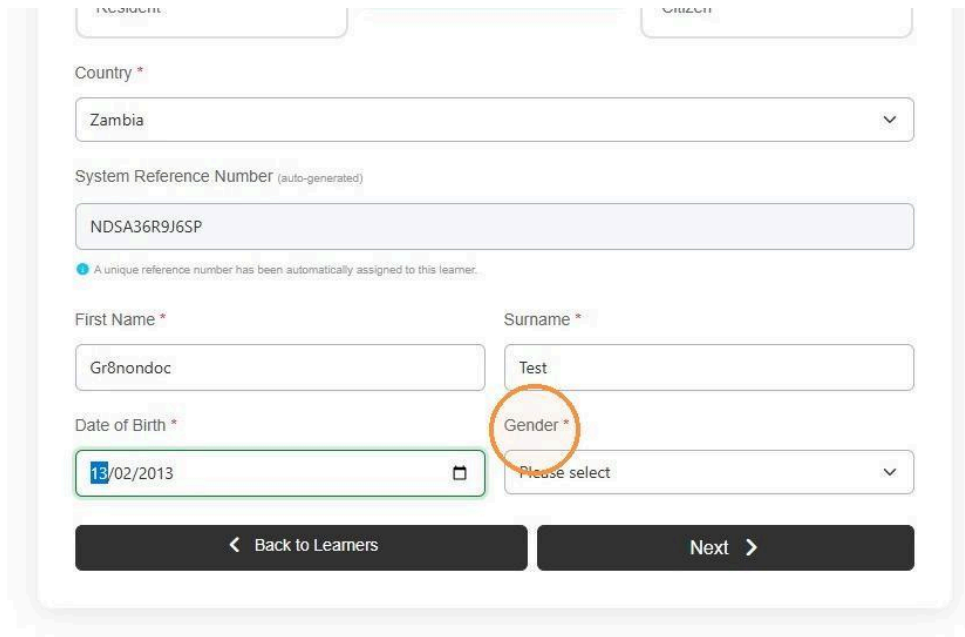
The screenshot shows a learner registration form. At the top, there are two tabs: "Resident" and "Citizen". Below these are fields for "Country *" (Zambia), "System Reference Number (auto-generated)" (NDSA36R9J6SP), and a message: "A unique reference number has been automatically assigned to this learner." The "First Name *" field contains "Gr8nondoc". The "Surname *" field is highlighted with an orange circle and contains "Test". Below these are "Date of Birth *" (dd/mm/yyyy) and "Gender *" (Please select). At the bottom are two buttons: "Back to Learners" and "Next >".

8. Enter the learners Date of Birth in the "Date of Birth *" field.



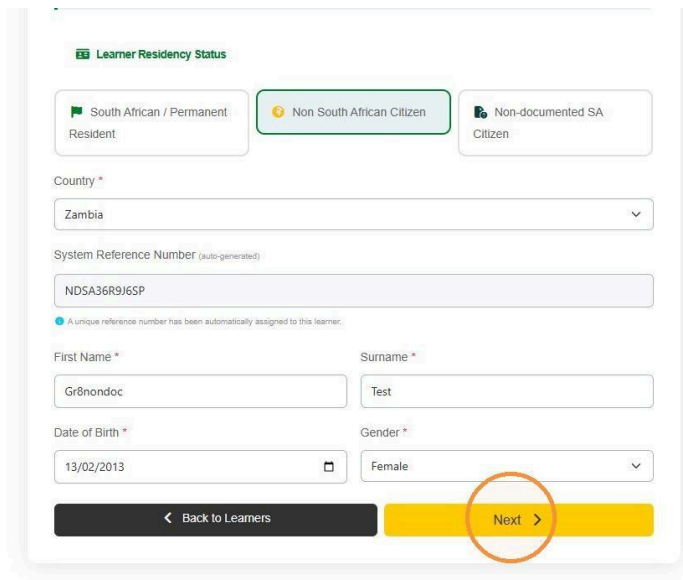
The screenshot shows the same learner registration form as above. In this view, the "Date of Birth *" field is highlighted with an orange circle and contains "dd/mm/yyyy". The "Surname *" field now contains "Test" and is highlighted with a green border. The "First Name *" field contains "Gr8nondoc". The "Country *" field is set to "Zambia" and the "System Reference Number" is "NDSA36R9J6SP". The "Gender *" field is set to "Please select". The "Back to Learners" and "Next >" buttons are at the bottom.

9. Choose the learners "Gender *"



The screenshot shows a learner registration form. At the top, there are tabs for 'REGISTER' and 'UPDATE'. The form includes the following fields: 'Country *' with a dropdown menu showing 'Zambia'; 'System Reference Number (auto-generated)' with a text box containing 'NDSA36R9J6SP' and a note 'A unique reference number has been automatically assigned to this learner.'; 'First Name *' with a text box containing 'Gr8nondoc'; 'Surname *' with a text box containing 'Test'; 'Date of Birth *' with a date picker showing '13/02/2013'; and 'Gender *' with a dropdown menu showing 'Please select'. The 'Gender *' field is highlighted with an orange circle. At the bottom, there are two buttons: 'Back to Learners' and 'Next >'.

10. Click on "Next" to proceed to the next step.



The screenshot shows the same learner registration form as in the previous step, but with additional fields. At the top, there is a section titled 'Learner Residency Status' with three radio button options: 'South African / Permanent Resident', 'Non South African Citizen' (which is selected), and 'Non-documented SA Citizen'. Below this, the form includes the same fields as before: 'Country *' (Zambia), 'System Reference Number (auto-generated)' (NDSA36R9J6SP), 'First Name *' (Gr8nondoc), 'Surname *' (Test), 'Date of Birth *' (13/02/2013), and 'Gender *' (Female). The 'Gender *' field is now filled with 'Female'. At the bottom, the 'Next >' button is highlighted with an orange circle.

2. School & Grade

Select the learner's current school information.

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ENTER LEARNER DETAILS – STEP 2

1

Identity

2

School & Grades

3

Address & Submit

Select the learner's current school and the grade they are applying for.

Race is only for statistical purposes and has no bearing on allocation of school.

11. Choose the School District where the learners current school is located.

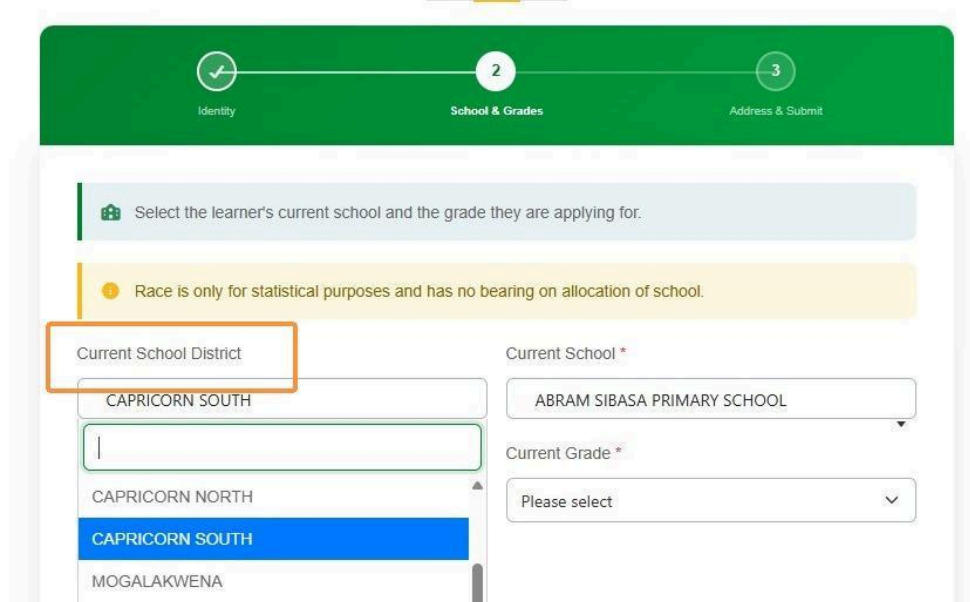
There are also 4 other options, in case the learner is not currently in a government school in the Province:

Other province,
Homeschooled,
Private,
Not in a school

The Districts are:

Capricorn North,
Capricorn South,
Mogalakwena,
Mopani East,
Mopani West,
Sekhukhune East,
Sekhukhune South,
Vhembe East,
Vhembe West,
Waterberg

ENTER LEARNER DETAILS - STEP 4



Identity 2 School & Grades 3 Address & Submit

Select the learner's current school and the grade they are applying for.

Race is only for statistical purposes and has no bearing on allocation of school.

Current School District

CAPRICORN SOUTH

CAPRICORN NORTH

CAPRICORN SOUTH

MOGALAKWENA

Current School *

ABRAM SIBASA PRIMARY SCHOOL

Current Grade *

Please select

12. Select the learners Current School from the Dropdown.

ENTER LEARNER DETAILS - STEP 2

1 Identity 2 **School & Grades** 3 Address & Submit

Select the learner's current school and the grade they are applying for.

Race is only for statistical purposes and has no bearing on allocation of school.

Current School District: CAPRICORN SOUTH

Race *: Please select

Grade Applying For *: Please select

Current School *: ABRAM SIRASA PRIMARY SCHOOL

PHUTI -2 PRIMARY SCHOOL

PIET HUGO PRIMARY SCHOOL

PIETERSBURG COMPREHENSIVE PRIMARY SCHOOL

13. Select the learners Race. Please note: Race is only for statistical purposes and has no bearing on allocation of school.

1 Identity 2 **School & Grades** 3 Address & Submit

Select the learner's current school and the grade they are applying for.

Race is only for statistical purposes and has no bearing on allocation of school.

Current School District: CAPRICORN SOUTH

Race *: African

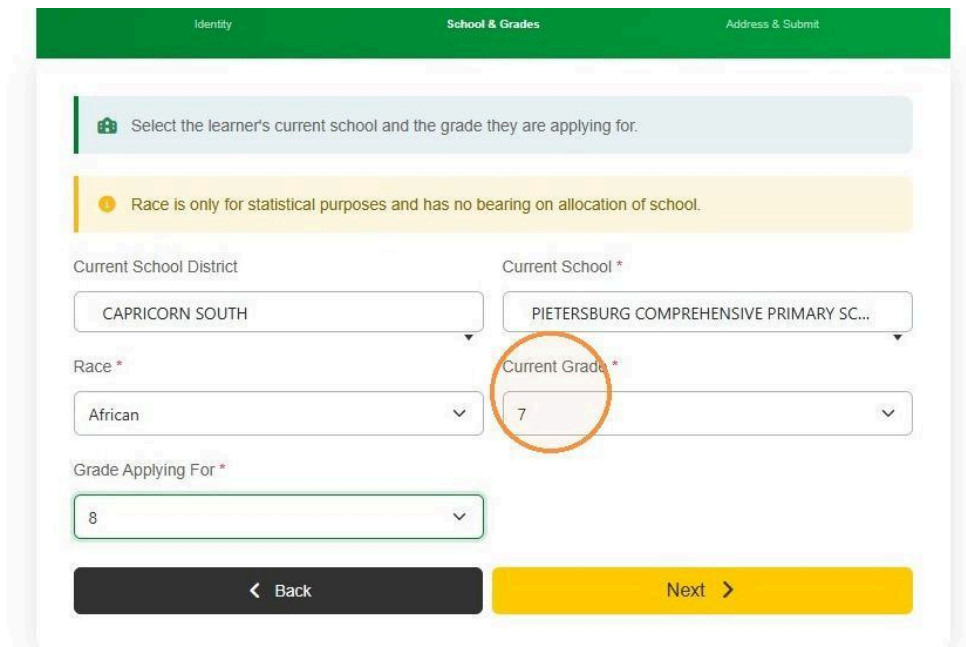
Current School *: PIETERSBURG COMPREHENSIVE PRIMARY SC...

Current Grade *: Please select

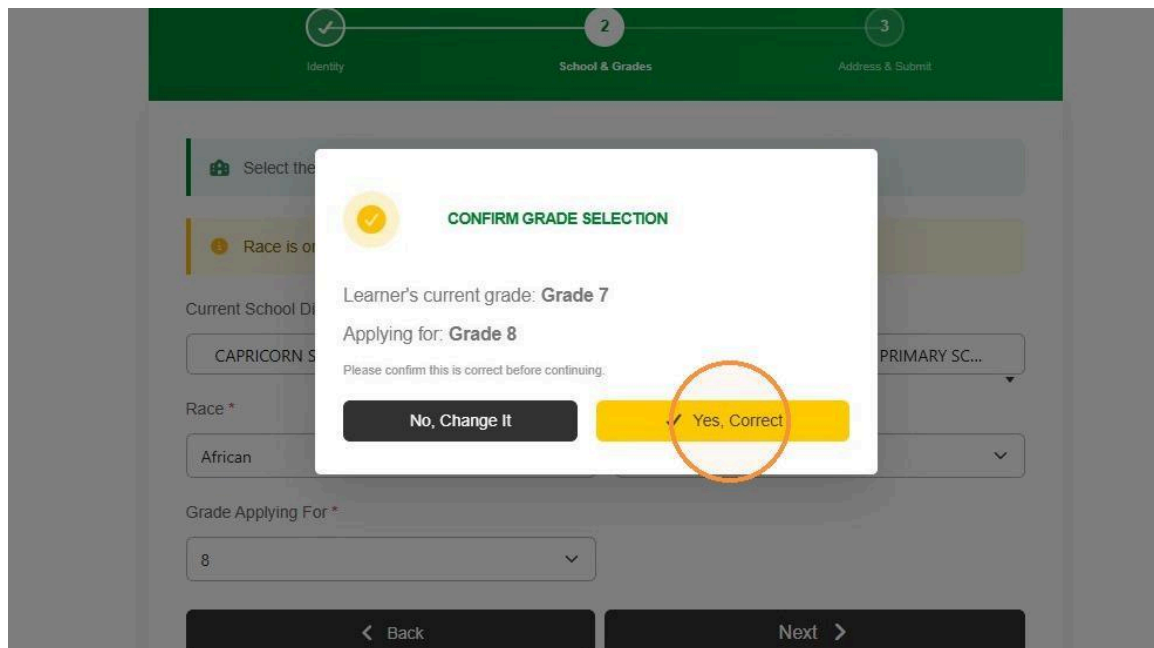
Grade Applying For *: Please select

< Back Next >

14. Choose the learner's Current Grade as Grade 7.



15. A pop up will appear asking the Parent/Guardian to confirm that by choosing the learner's current grade as Grade 7, you are applying for Grade 8 for next year. Click "Yes, Correct" to confirm the grade selection.



16. Click "Next" to proceed to the next step.

Select the learner's current school and the grade they are applying for.

1 Race is only for statistical purposes and has no bearing on allocation of school.

Current School District: CAPRICORN SOUTH

Current School *: PIETERSBURG COMPREHENSIVE PRIMARY SC...

Race *: African

Current Grade *: 7

Grade Applying For *: 8

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3. Address & Submit

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Identity | School & Grades | **3 Address & Submit**

Address Information

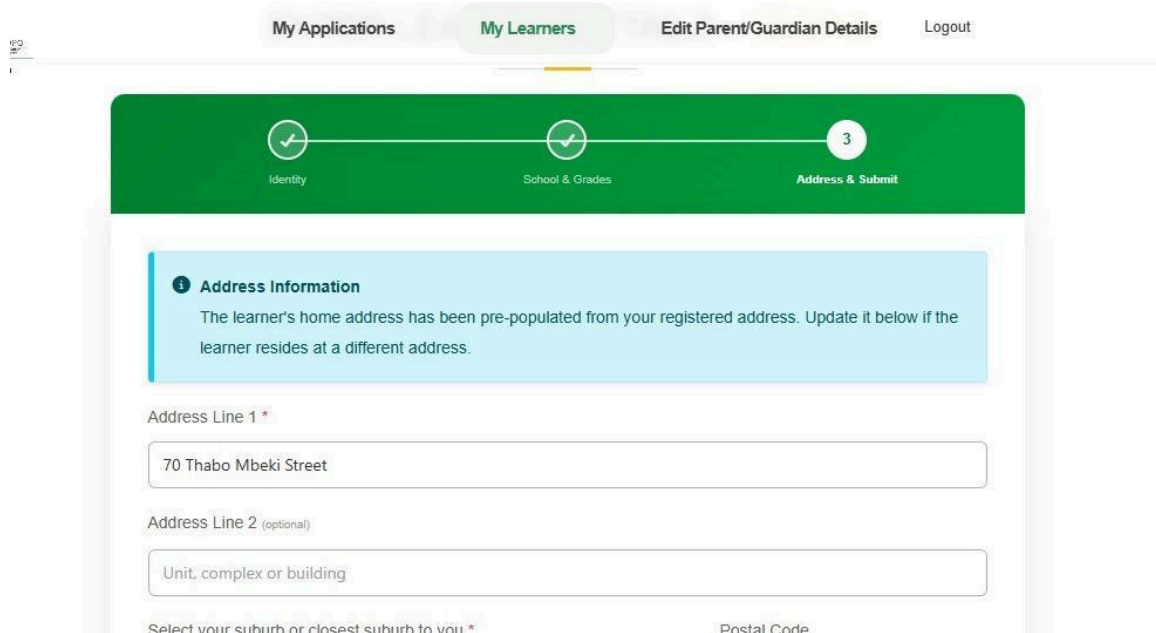
The learner's home address has been pre-populated from your registered address. Update it below if the learner resides at a different address.

Address Line 1 *: 70 Thabo Mbeki Street

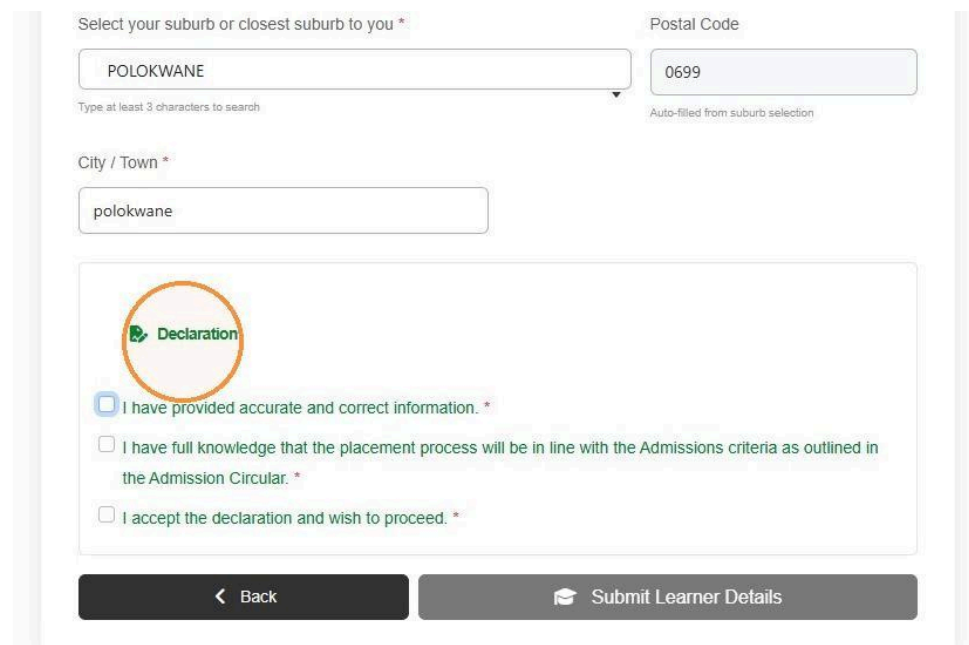
Address Line 2 (optional): Unit, complex or building

Select your suburb or closest suburb to you * | Postal Code

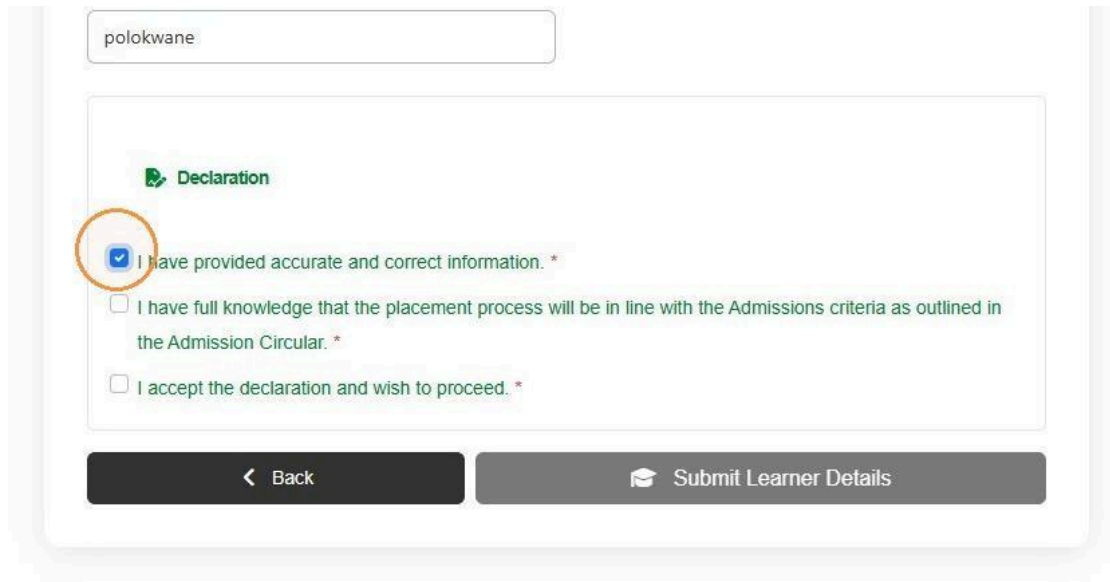
17. All of the Address information for the Learner Address page is pre-populated from the Parent/Guardian's address.
The Parent/Guardian can change the details, if the learner lives at a different address to them.



18. The Parent/Guardian has to complete the Declaration at the bottom of the page



19. Click the "I have provided accurate and correct information. *" field.



polokwane

 Declaration

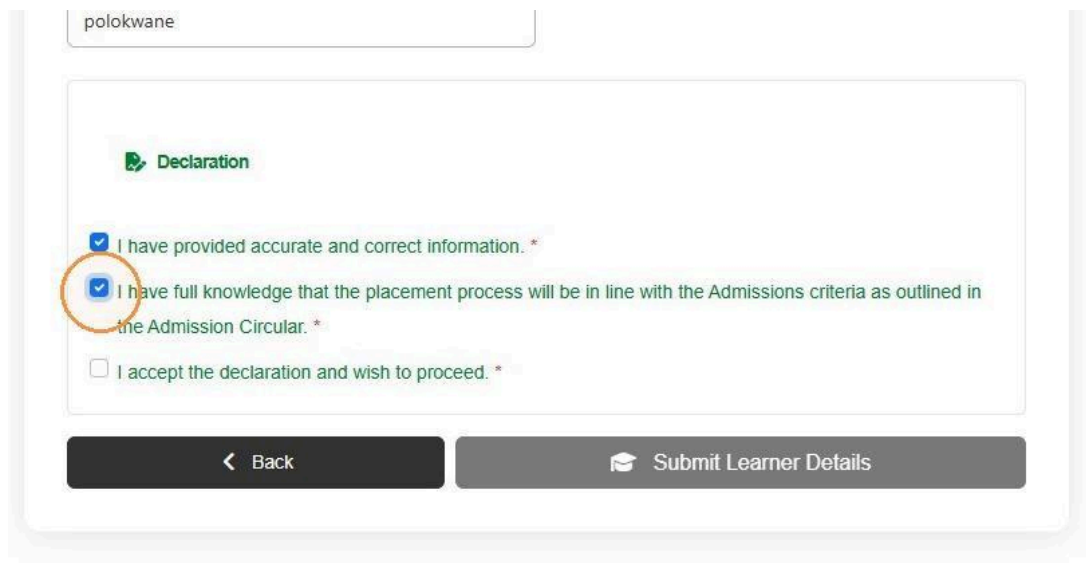
☒ I have provided accurate and correct information. *

☐ I have full knowledge that the placement process will be in line with the Admissions criteria as outlined in the Admission Circular. *

☐ I accept the declaration and wish to proceed. *

[< Back](#) [Submit Learner Details](#)

20. Click the "I have full knowledge that the placement process will be in line with the Admissions criteria as outlined in the Admission Circular. *" field.



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 Declaration

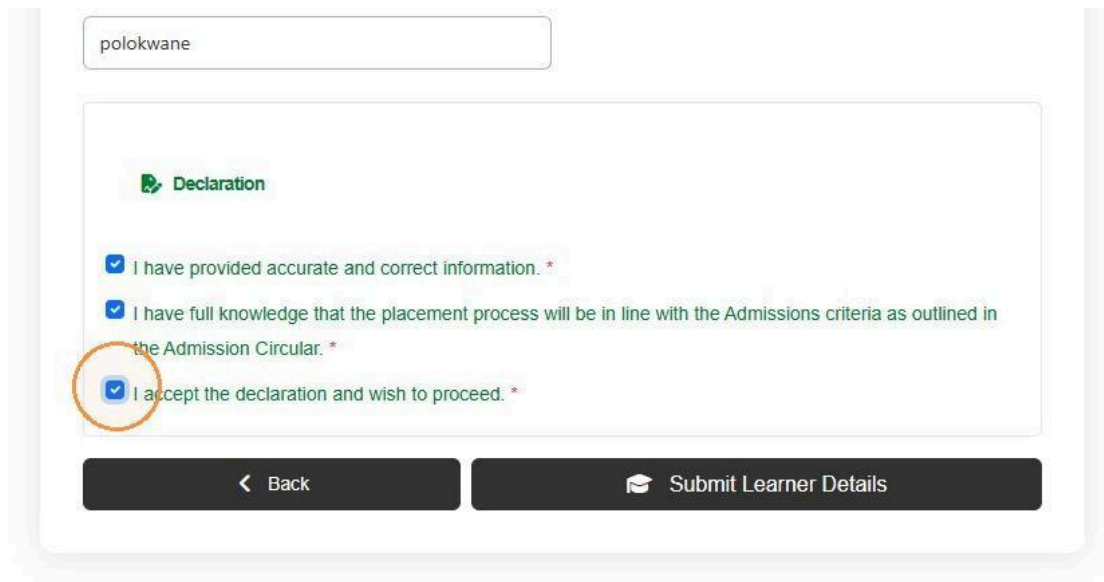
☒ I have provided accurate and correct information. *

☒ I have full knowledge that the placement process will be in line with the Admissions criteria as outlined in the Admission Circular. *

☐ I accept the declaration and wish to proceed. *

[< Back](#) [Submit Learner Details](#)

21. Click the "I accept the declaration and wish to proceed. *" field.



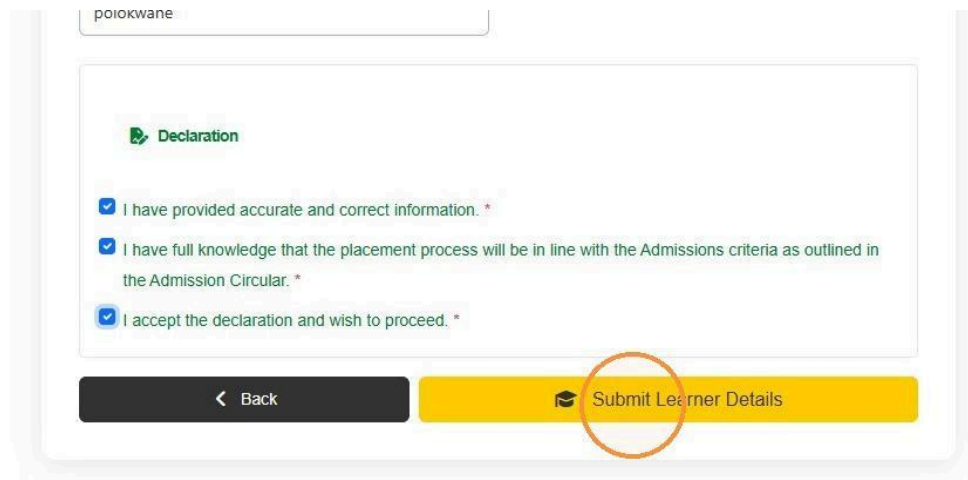
polokwane

 Declaration

- ☒ I have provided accurate and correct information. *
- ☒ I have full knowledge that the placement process will be in line with the Admissions criteria as outlined in the Admission Circular. *
- ☒ I accept the declaration and wish to proceed. *

[< Back](#) [Submit Learner Details](#)

22. Click "Submit Learner Details"



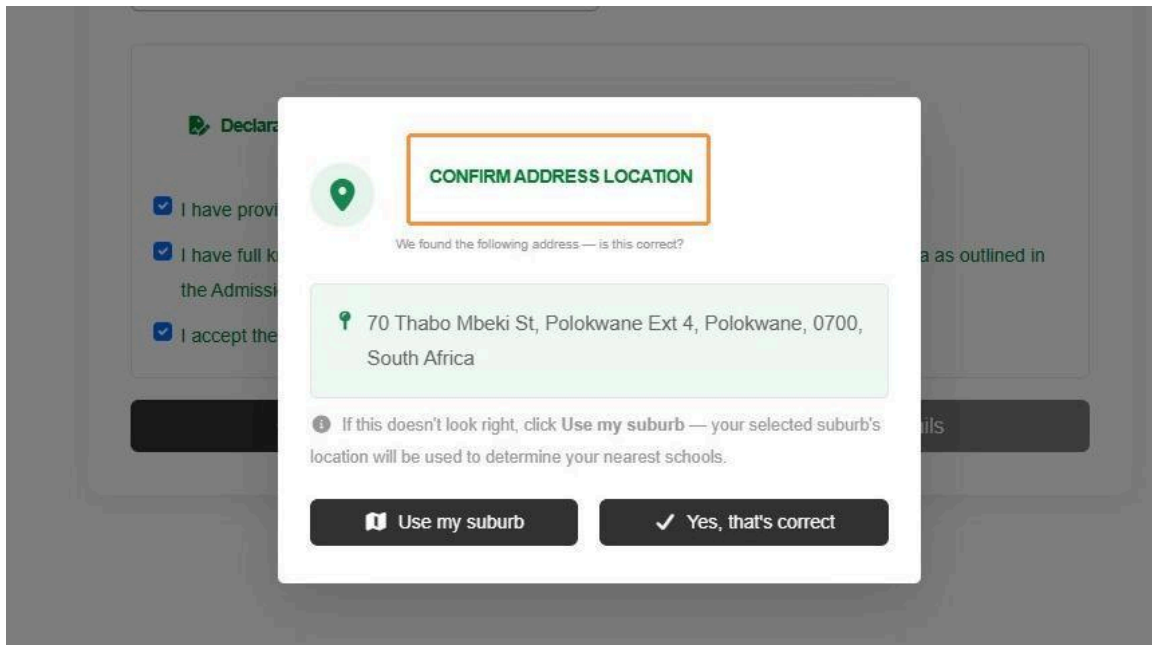
polokwane

 Declaration

- ☒ I have provided accurate and correct information. *
- ☒ I have full knowledge that the placement process will be in line with the Admissions criteria as outlined in the Admission Circular. *
- ☒ I accept the declaration and wish to proceed. *

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23. Click "Confirm Address Location We found the following address — is this correct?"



24. Click "Yes, that's correct"

