

Learner Enrolment Form

SAQA Qualification 50331: National Certificate: Occupationally Directed Education, Training and Development Practices. NQF Level 06, 183 Credits

Who is Responsible for the Payment?	Company <input type="checkbox"/>	Date
	Other (Include certified copy of ID) <input type="checkbox"/>	
	Student (Self) <input type="checkbox"/>	

Company Details (Company Details are only required if a company is enrolling and paying for the student)

Company Name			
Tel No		Fax No	
Company Email		Website	
Postal Address		Physical Address	
	Code		Code
Province		Country	
VAT Number		Company Registration No	
Purchase Order No.			<i>Please attach order form where relevant</i>

Details of Person Responsible for the Payment

Name of Person Responsible for Payment			
Email of Person Responsible for Payment			
Tel No		Fax No	
Signature of Persons Responsible for Payment			ID Number

Student (Learner) Details

Personal Details			
Surname (Last Name)			
Previous Surname			
First Name		Middle Name	
Initials		Title (Mr/Mrs, etc.)	
ID No.		Date Birth	
Alternative ID Type (please tick box) – Only required if ID Document is not available.		Alternative ID Number	
521 – SAQA Member ID <input type="checkbox"/> 527 – Passport <input type="checkbox"/> 529 – Driver’s Licence <input type="checkbox"/> 531 – Temporary ID <input type="checkbox"/> 533 – None <input type="checkbox"/> 535 – Unknown <input type="checkbox"/> 537 – Student Number <input type="checkbox"/>			
538 – Work Permit <input type="checkbox"/> 539 – Employee No. <input type="checkbox"/> 540 – Birth Cert. <input type="checkbox"/> 541 – HSRC Register <input type="checkbox"/> 561 – ETQA Record <input type="checkbox"/>			
Gender (please tick box)	Male – M <input type="checkbox"/> Female – F <input type="checkbox"/>		
Equity (please tick box)	BA – Black African <input type="checkbox"/> BC – Black Coloured <input type="checkbox"/> BI – Black Indian <input type="checkbox"/> U – Unknown <input type="checkbox"/> WH – White <input type="checkbox"/>		

OFFICE USE ONLY		
Student Number:		
Captured on database by:	Invoice Number:	Invoice Date:
Date captured on database:	Paid: Yes <input type="checkbox"/> No <input type="checkbox"/>	Payment Date:
Programmes:		

Nationality (please tick box)			
Angola <input type="checkbox"/> Asian Countries <input type="checkbox"/> Australia and New Zealand <input type="checkbox"/> Botswana <input type="checkbox"/> Central and South America <input type="checkbox"/> European Countries <input type="checkbox"/> Lesotho <input type="checkbox"/> Malawi <input type="checkbox"/> Mauritius <input type="checkbox"/> Mozambique <input type="checkbox"/> N/A: Institution <input type="checkbox"/> Namibia <input type="checkbox"/> North American Countries <input type="checkbox"/> Other and rest of Oceania <input type="checkbox"/> Rest of Africa <input type="checkbox"/> SADC except SA (i.e. NAM to ZAI) <input type="checkbox"/> Seychelles <input type="checkbox"/> South Africa <input type="checkbox"/> Swaziland <input type="checkbox"/> Tanzania <input type="checkbox"/> Zaire <input type="checkbox"/> Zimbabwe <input type="checkbox"/>			
Home Language (please tick box)			
Afrikaans <input type="checkbox"/> English <input type="checkbox"/> isiNdebele <input type="checkbox"/> isiXhosa <input type="checkbox"/> isiZulu <input type="checkbox"/> Other <input type="checkbox"/> (Please state: _____) sePedi [also known as Northern Sotho / Sesotho sa Lebowa] <input type="checkbox"/> seSotho <input type="checkbox"/> seTswana <input type="checkbox"/> siSwati <input type="checkbox"/> South African Sign Language <input type="checkbox"/> tshiVenda <input type="checkbox"/> xiTsonga <input type="checkbox"/>			
Citizen Resident Status (please tick box)		Dual (SA plus Other) <input type="checkbox"/> Other <input type="checkbox"/> (Please state: _____) Permanent Resident <input type="checkbox"/> South Africa – SA <input type="checkbox"/>	
Ability / Disability Status (please tick box)			
Seeing	<input type="checkbox"/> 1 - no difficulty <input type="checkbox"/> 2 - some difficulty <input type="checkbox"/> 3 - a lot of difficulty <input type="checkbox"/> 4 - cannot do at all <input type="checkbox"/> 6 - cannot yet be determined <input type="checkbox"/> 60 - may be part of multiple difficulties (tbc) <input type="checkbox"/> 70 - may have difficulty (tbc) <input type="checkbox"/> 80 - former difficulty (not now)	Hearing	<input type="checkbox"/> 1 - no difficulty <input type="checkbox"/> 2 - some difficulty <input type="checkbox"/> 3 - a lot of difficulty <input type="checkbox"/> 4 - cannot do at all <input type="checkbox"/> 6 - cannot yet be determined <input type="checkbox"/> 60 - may be part of multiple difficulties (tbc) <input type="checkbox"/> 70 - may have difficulty (tbc) <input type="checkbox"/> 80 - former difficulty (not now)
Walking	<input type="checkbox"/> 1 - no difficulty <input type="checkbox"/> 2 - some difficulty <input type="checkbox"/> 3 - a lot of difficulty <input type="checkbox"/> 4 - cannot do at all <input type="checkbox"/> 6 - cannot yet be determined <input type="checkbox"/> 60 - may be part of multiple difficulties (tbc) <input type="checkbox"/> 70 - may have difficulty (tbc) <input type="checkbox"/> 80 - former difficulty (not now)	Remembering	<input type="checkbox"/> 1 - no difficulty <input type="checkbox"/> 2 - some difficulty <input type="checkbox"/> 3 - a lot of difficulty <input type="checkbox"/> 4 - cannot do at all <input type="checkbox"/> 6 - cannot yet be determined <input type="checkbox"/> 60 - may be part of multiple difficulties (tbc) <input type="checkbox"/> 70 - may have difficulty (tbc) <input type="checkbox"/> 80 - former difficulty (not now)
Communicating	<input type="checkbox"/> 1 - no difficulty <input type="checkbox"/> 2 - some difficulty <input type="checkbox"/> 3 - a lot of difficulty <input type="checkbox"/> 4 - cannot do at all <input type="checkbox"/> 6 - cannot yet be determined <input type="checkbox"/> 60 - may be part of multiple difficulties (tbc) <input type="checkbox"/> 70 - may have difficulty (tbc) <input type="checkbox"/> 80 - former difficulty (not now)		
Self Care	<input type="checkbox"/> 1 - no difficulty <input type="checkbox"/> 2 - some difficulty <input type="checkbox"/> 3 - a lot of difficulty <input type="checkbox"/> 4 - cannot do at all <input type="checkbox"/> 6 - cannot yet be determined <input type="checkbox"/> 60 - may be part of multiple difficulties (tbc) <input type="checkbox"/> 70 - may have difficulty (tbc) <input type="checkbox"/> 80 - former difficulty (not now)		
Student / Learner Contact Details			
Tel No. (H)		Tel No. (W)	
Cell No.		Fax No.	
Email			
Physical Address			
			Code
Physical Municipality	Physical Urban/Rural	Urban <input type="checkbox"/> Rural <input type="checkbox"/>	Physical Province
Postal Address			
			Code
Physical Municipality	Physical Urban/Rural	Urban <input type="checkbox"/> Rural <input type="checkbox"/>	Physical Province
Physical Address where the certificate must be couriered to			
			Code
Socio-Economic Status (please tick box)			
<input type="checkbox"/> U – Unspecified <input type="checkbox"/> 01 – Employed		<input type="checkbox"/> 02 – Unemployed <input type="checkbox"/> 04 – Homemaker	
<input type="checkbox"/> 06 – Student <input type="checkbox"/> 07 – Retired		<input type="checkbox"/> 08 – Unemployed - Disabled	
Qualifications			
Highest Qualification			
School Attended			
Do you have any special needs we need to be aware of?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Please give details:	

Please submit certified copies of ID and Highest Qualification along with the enrolment form.

Title	Distance Learning	Class Attendance (Contact Sessions)	Start Date	End Date	Duration
SAQA Qualification 50331: National Certificate: Occupationally Directed Education, Training and Development Practices. NQF Level 06, 183 Credits					
Full Qualification Modules 1 - 12 (183 Credits)					
Once-off enrolment and Payment. Duration: 1 Year					

OR

Enrol per Module

ID	Title	NQF Level	Cr	Distance Learning	Class Attendance (Contact Sessions)	Start Date	End Date	Duration
First Year								
Module 1: Understanding Outcomes Based Education								
263976	Demonstrate understanding of the outcomes-based education and training approach within the context of a National Qualifications Framework.	5	5	<input type="checkbox"/>	<input type="checkbox"/>			
Module 2: Complete a Research Assignment								
10301	Complete a research assignment	6	20					
Module 3: Facilitator Training Programme								
117871	Facilitate learning using a variety of given methodologies.	5	10	<input type="checkbox"/>	<input type="checkbox"/>			
Module 4: Assessor Training Programme								
115753	Conduct outcomes-based assessment.	5	15	<input type="checkbox"/>	<input type="checkbox"/>			
Module 5: Moderator Training Programme								
115759	Conduct moderation of outcomes-based assessments.	6	10	<input type="checkbox"/>	<input type="checkbox"/>			
Module 6: Module 6: Guide Learners								
117874	Guide learners about their learning, assessment and recognition opportunities.	5	6	<input type="checkbox"/>	<input type="checkbox"/>			
Module 7: Design & Develop Learning Material Training Programme								
123397	Evaluate a learning intervention using given evaluation instruments.	5	10					
123401	Design outcomes-based learning programmes.	6	15	<input type="checkbox"/>	<input type="checkbox"/>			
123394	Develop outcomes-based learning programmes.	5	10					
115755	Design and develop outcomes-based assessments.	6	10					
Module 8: Skills Development Facilitator Training Programme								
15217	Develop an organisational training and development plan	5	6					
15218	Conduct an analysis to determine outcomes of learning for skills development and other purposes	6	4					
15221	Provide information and advice regarding skills development and related issues	5	4					
15227	Conduct skills development administration in an organisation	4	4	<input type="checkbox"/>	<input type="checkbox"/>			
15228	Advise on the establishment and implementation of a quality management system for skills development practices in an organisation	5	10					
15232	Coordinate planned skills development interventions in an organisation	6	6					
252041	Promote a learning culture in an organisation	5	5					
Module 9: Define standards for assessment, education, training, and development								
117856	Define standards for assessment, education, training, and development	6	8	<input type="checkbox"/>	<input type="checkbox"/>			
Module 10: Evaluation & Promotion of Training Providers and Programmes								
123400	Evaluate and promote education training and development (ETD) providers, services and products for organisational use	6	5	<input type="checkbox"/>	<input type="checkbox"/>			
Module 11: Quality Assurance and QMS								
123391	Develop education, training and development (ETD) policies and procedures for an organisation	6	12	<input type="checkbox"/>	<input type="checkbox"/>			
Module 12: Design and develop instruments to evaluate education, training and development								
123392	Design and develop instruments to evaluate education, training and development	6	12	<input type="checkbox"/>	<input type="checkbox"/>			

Where did you hear about ENJO Consultants?

Referred by a colleague/friend <input type="checkbox"/>	Google <input type="checkbox"/>	Facebook <input type="checkbox"/>	Company I am working for <input type="checkbox"/>	Other <input type="checkbox"/>
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Would you like to receive our email newsletter?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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This Section Only to be completed by those attending training at ENJO Consultants

Do you require wheelchair access?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Please give details:			
Meals for Training taking place at ENJO Consultants						
<p><i>A free complimentary light lunch is provided to learners who attend training at the offices of ENJO Consultants. Please note that we are only able to cater for a Normal (Western Diet) or a Vegetarian Diet. Meals are according to a set menu.</i></p> <p><i>Learners who have specific allergies, other dietary requirements or larger appetites should provide their own lunch to be on the safe side.</i></p>						
Would you like to receive the free complimentary light lunch?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Please select diet	<input type="checkbox"/> Normal Diet (Western) <input type="checkbox"/> Vegetarian Diet	<i>(No pork products are served)</i>	