



Receipt number:	_____
Date:	_____
Amount:	_____
Signature:	_____

CHIEF DIRECTORATE: NATIONAL ASSESSMENT AND PUBLIC EXAMINATIONS
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APPLICATION FOR CHANGE/CORRECTION OF PERSONAL PARTICULARS

THE FOLLOWING DOCUMENTS SHOULD BE ATTACHED TO THE APPLICATION:

- Certified copy of ID Document
- The original certificate
- A Home Affairs or certified copies of the old and new ID documents
- Detailed Affidavit from SAPS

THE DULY COMPLETED FORM SHOULD BE ACCOMPANIED BY CASH OR A CHEQUE OF **R118. 00** MADE OUT TO THE DEPARTMENT OF BASIC EDUCATION. (Application fee is valid from 01 April 2019 – 31 March 2020).

Please mark with an X to indicate if the certificate should be posted to the address as indicated below or kept in the office for collection

Collect

Posted

DECLARATION

I, residing at
 (Names and Surname) (Residential Address)

Declare that:

1.

Personal particulars appearing on my original certificate are as indicated below:

Surname Names(s) Std/Grade
 ID No/DoB Exam no Year Passed
 Email:

2.

Change/correction(s) on the re-issue of my certificate should be effected as indicated below:

Personal Particulars	From	To
Surname
Names
ID no/DoB
Other

3. Select the correct option

My original/duplicate/replacement certificate is enclosed herewith for ease of reference.

OR

My original certificate was lost/never received by me

I understand the contents of this declaration and have no objection to the oath. I consider this oath to be binding on my conscience.

Signed at on this day of 20.....

Postal Address

.....

Signature of applicant: Tel