



APPLICATION FOR A CORRECTION ON A CERTIFICATE

The following particulars MUST be supplied by the applicant IN HIS/HER OWN HAND WRITING (It is recommended that a copy of this document be kept by the applicant for record purposes)

Form with fields for Surname, Maiden Name, Full Names, Address, Post Code, Tel. No., Cell No., Date of birth, Identity No., Examination no., Private/Full-time, Examination Course, Year and month, School/Institution Name, Province, and a large text area for the reason for the change.

SWORN DECLARATION

N.B.-This statement must be signed in the presence of a commissioner of oaths.

THE UNDERSIGNED HEREBY DECLARE THAT THE INFORMATION GIVEN ABOVE IS TO THE BEST OF MY KNOWLEDGE TRUE, AND CORRECT IN EVERY RESPECT.

SIGNED AT THIS DAY OF 20.

SIGNATURE OF APPLICANT

I CERTIFY THAT THE DEPONENT HAS ACKNOWLEDGED THAT HE/SHE KNOWS AND UNDERSTANDS THE CONTENTS OF THIS DECLARATION, WHICH WAS SWORN BEFORE ME AND THE DEPONENTS' SIGNATURE WAS PLACED THEREON IN MY PRESENCE.

OFFICIAL STAMP

SIGNATURE OF COMMISSIONER OF OATHS

The following is required:

1. A copy of your ID document **MUST** be submitted with the application form.
2. The original Certificate should be attached.
3. The prescribed fee should be paid by means of:
 - 3.1 A postal order payable to: Kwa-Zulu Natal Provincial Government: Education **or**
 - 3.2 A cheque payable to: Kwa-Zulu Natal Provincial Government: Education
4. The prescribed fee levied by Umalusi in terms of the General and Further Education and Training Quality Assurance Act, No. 58 of 2001, the following fee was approved:

The increase in the certificate fees for the **Senior Certificate** will be implemented as follows:

Fees: for a duplicate/replacement Certificate

01 June 2008 – 30 May 2009	R30.00
01 June 2009 – 30 May 2010	R35.00
01 June 2010 – 30 May 2011	R40.00
01 June 2011 – 30 May 2012	R46.00

5. The completed application form with the required documentation must be submitted directly or posted to the nearest District Office as indicated on the following address list.
6. The certificate will be forwarded to the District Office of your choice (please indicate with an **X**) within KwaZulu-Natal. Certificates will be posted to the addresses outside KwaZulu-Natal (within South-Africa). Applicants outside South-Africa must make arrangements with a courier service to collect the certificate when ready to be collected.

MARK X FOR COLLECTION	DISTRICTS AND PROVINCIAL OFFICE:	PHYSICAL ADDRESS:	POSTAL ADDRESS:	TEL. NO:
	Obonjeni District	A303 Wombe Street, Unit A, Ulundi	Private Bag X59, Ulundi, 3838	035-8798201 035-8798225/6
	Vryheid District	Stretch Crescent, Vryheid Comprehensive HS Boys Hostel	Private Bag X9318, Vryheid, 3100	034-9823038 034-9823040
	Empangeni District	Corner of Maxwell Street and Hancock Avenue, Empangeni	Private Bag X20104, Empangeni, 3880	035-9011300 035-9011439
	Othukela District	31 Blue Street, Pieters, Ladysmith	Private Bag, Ladysmith, 3370	036-6385203
	Umzinyathi District	7 Watt Street, Forestdale, Dundee	Private Bag X2001, Dundee, 3000	034-2192105
	Amajuba District	116 Panorama Drive, Lennoxton, Newcastle	Private Bag X6618, Newcastle, 2940	034-3284503
	Umgungundlovu District	175 Loop Street Street, Pietermaritzburg	Private Bag X9044, Pietermaritzburg, 3200	033-3425441 033-3426023
	Port Shepstone District	17 Andreasan Street, Port Shepstone	Private Bag X860, Port Shepstone, 4240	039-6888696 039-6888721
	Kokstad District	JY Building, 8 Main Street, Kokstad	Private Bag X3560, Kokstad, 4700	039-7973728 039-7973819
	Umlazi District	1 st Floor, Malgate Building, 72 Stanger Street, Durban.	Private Bag X54330, Durban, 4000	031-3270336 031-3272402/30
	Pinetown District	41 Voortrekker Street, Ashley, Pinetown	Private Bag X9001, Pinetown, 3600	031-7162746
	Ilembe District	2 nd Floor, Malgate Building, 72 Stanger Street, Durban.	Private Bag X54330, Durban, 4000	031-3270485
Provincial Examinations Directorate		Reception office: Ground Floor, Truro House, 17 Victoria Embankment, Durban.	Private Bag X01, East End, 4018	031-3270229 031-3270208

For Office use:

Payment received:

Payment:	Document No.	Document Date:	Amount received:
Postal Order			R
Cheque			R
Cash			R

Province/District Date Stamp