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### SD-057 - Application for Section 28 Trade Test

**A. CANDIDATE DETAILS** (please note that the Application Form **WILL** be returned if all the fields are not completed)

TITLE	Mr.	Mrs.	Miss.	Dr.	Prof.	Other, Specify
SURNAME						
First Name						
Middle Name(s)						
MAIDEN NAME (If Applicable)						
CONTACT DETAILS	PHONE NO.					
	CELL NO.					
	FAX No					
	E-MAIL					
PHYSICAL ADDRESS	STREET1					
	STREET2					
	CITY/TOWN					
	POSTAL CODE					
POSTAL ADDRESS	PO Box					
	CITY/TOWN					
	POSTAL CODE					

PROVINCE	E Cape	N Cape	W Cape	FS	KZN	Mpumalanga	Limpopo	Gauteng	N West		
DATE OF BIRTH	y	y	y	y	m	m	d	d			
ID TYPE (attach copy)	ID Book	Driver's License	Passport	Student Number	Work Permit Number	Other, Specify					
IDENTIFICATION NUMBER											
AGE											
HOME LANGUAGE	Eng	Afr	Isi Zulu	Tsi Tsonga	Se Pedi	Se Tswana	Si Swati	Tshi Venda	Tsi Xhosa	Tsi Ndebele	Se Sotho
GENDER	Male					Female					
RACE	White	Indian	Coloured	Black	Other, Specify						
DISABILITY STATUS	None	Hearing	Physically	Sight	Speech	Other, Specify					
SOCIO ECONOMIC STATUS	Employed	Unemployed	Student	Other, Specify							
ARE YOU A SOUTH AFRICAN CITIZEN	Yes					No					
IF NO, SPECIFY AND ATTACH DOCUMENTS INDICATING YOUR STATUS (e.g. study permit, permanent residence)											
SECONDARY QUALIFICATION (e.g. Grade 10 / Std. 8)											
TECHNICAL QUALIFICATION (e.g.N2)											
EDUCATIONAL QUALIFICATIONS											
PROOF OF RELEVANT PRACTICAL TRAINING (e.g. Safety)											
NO OF WEEKS RELEVANT ON-THE-JOB EXPERIENCE											
CHIETA DESIGNATED TRADE AGAINST WHICH YOU WISH TO BE TESTED											
IS THIS THE FIRST APPLICATION OR AN APPLICATION FOR A REPEAT (please tick)	FIRST			1 <sup>st</sup> REPEAT				2 <sup>nd</sup> REPEAT			
IF A REPEAT, INDICATE WHEN (DATE) AND WHERE (PLACE) THE PREVIOUS TEST(S) TOOK PLACE:	DATE:						VENUE:				

**B. EMPLOYER DETAILS** *(if the candidate is currently employed)*

<b>TRADING AS</b>									
<b>REGISTERED NAME</b>									
<b>BRANCHES</b> (where applicable)									
<b>L NUMBER</b>									
<b>SETA NUMBER</b>									
<b>SIC CODE</b>									
<b>SOC CODE</b>									
<b>PHYSICAL ADDRESS</b>	<b>STREET1</b>								
	<b>STREET2</b>								
	<b>CITY/TOWN</b>								
	<b>POSTAL CODE</b>								
<b>POSTAL ADDRESS</b>	<b>PO BOX</b>								
	<b>CITY/TOWN</b>								
	<b>POSTAL CODE</b>								
<b>PROVINCE</b>	E Cape	N Cape	W Cape	FS	KZN	Mpumalanga	Limpopo	Gauteng	N West
<b>CONTACT DETAILS</b>	<b>CONTACT PERSON</b>								
	<b>PHONE No.</b>								
	<b>CELL No.</b>								
	<b>FAX No</b>								
	<b>E-MAIL</b>								

### C. SUPPORTING DOCUMENTATION

NOTE: Your application **WILL NOT BE EVALUATED** without the **CERTIFIED** supporting documentation. If the application is incomplete, the application will be rejected.

Please tick the supporting documentation attached that is part of your portfolio of evidence.

You **MUST** provide supporting documentation for the **PRIMARY EVIDENCE**.

If you cannot provide supporting documentation for the primary evidence you need to **APPLY FOR EXEMPTION** – see *Application D for Exemption*

The supporting documentation for **SECONDARY EVIDENCE** is **OPTIONAL**.

DOCUMENTATION	YES	NO
<b>PRIMARY EVIDENCE - COMPULSORY</b>		
1. CERTIFIED COPY OF ID OR BIRTH CERTIFICATE		
2. CERTIFIED COPY OF N2 OR HIGHER DEMONSTRATING ENTRY REQUIREMENTS INTO A TRADE TEST <b><u>(if you do not have a N2 or higher you MUST complete SECTION D.1)</u></b>		
3. IN ADDITION TO THE N2 OR HIGHER, CERTIFIED COPIES OF ANY OTHER RELEVANT QUALIFICATIONS / COURSES / CERTIFICATES DEMONSTRATING RELEVANT PRACTICAL OR WORKPLACE TRAINING		
4. CERTIFIED COPIES OF SERVICE LETTERS DEMONSTRATING 5 YEARS RELEVANT WORKPLACE EXPERIENCE <b><u>(if you do not have 5 Years Workplace Experience you MUST complete SECTION D.2)</u></b>		
5. CURRICULUM VITAE, OUTLINING 5 YEARS RELEVANT WORKPLACE EXPERIENCE (CV must outline work history i.e. employer, duties and years employed) <b><u>(if you do not have 5 Years Workplace Experience you MUST complete SECTION D.2)</u></b>		
<b>SECONDARY EVIDENCE - OPTIONAL</b>		
6. LOG BOOK AND ASSESSMENTS OF TESTS		
7. PHOTOGRAPHS OF WORK		
8. VERIFIABLE TESTIMONIALS WHO VOUCH FOR WORKPLACE EXPERIENCE		
9. REFERENCE FROM ARTISANS THAT IS / WAS YOUR SUPERVISOR / MANAGER		
10. OTHER (please specify)		

### D APPLICATION FOR EXEMPTION

NOTE: The **ADMISSION CRITERIA** for a Section 28 Trade Test are as follows:

- Grade 10 with 4 years relevant on-the-job experience and a full N2 qualification, i.e. 4 subject N2; or
- Grade 10 with 5 years relevant on-the-job experience and a N2 trade theory appropriate to the trade; or
- Grade 10 with a letter requesting exemption for N2 (full or trade theory) or proof of relevant years experience. If possible, the candidate may provide a motivation from his/her employer.

If you **could not provide the relevant Primary Evidence** to support the Admission Criteria you need to **APPLY FOR EXEMPTION**.

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D.1 Exemption - Educational Requirements. This Part Of The Application Form Needs To Be Completed By A Candidate That Did Not Complete A N2:

A LETTER REQUESTING EXEMPTION FOR N2 TRADE THEORY WITH MOTIVATION BY THE CANDIDATE'S EMPLOYER;

OR

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EVIDENCE OF:

CERTIFIED COPY OF STANDARD 9 OR GRADE 11 CERTIFICATE RELATED TO THE TRADE OBTAINED AT A TECHNICAL HIGH SCHOOL,

OR

CERTIFIED COPY OF N3 OR A HIGHER TECHNICAL QUALIFICATION OBTAINED AT A TECHNICAL COLLEGE OR UNIVERSITY OF TECHNOLOGY WHICH CONTEXTUALISES THE RELEVANT TRADE OR THEORY SUBJECT;

OR

WHERE N2 TRADE THEORY IS ONLY REQUIRED – CERTIFIED COPY OF NQF 3 CORE UNIT STANDARDS OR COMPETENCY-BASED MODULES IN THE RELEVANT TRADE IF EQUIVALENT TO THE N2 TRADE THEORY.


D.2 Exemptions – Relevant Workplace (On-The Job) / Practical (Off-The Job) Experience. This Part Of The Application Form Needs To Be Completed By A Candidate That Completed A NQF 4 Trade Related Qualification:

**Certified Copy Of NQF 4 Certificate In A Relevant Trade-Related Learnership (if you are still waiting for the SETA to issue the relevant NQF 4 certificate, you need to provide a Letter from the Accredited Provider specifying that you completed the NQF 4 learnership and that you were declared competent by the Provider. You also then need to attach a certified copy of your NQF 3 certificate)**

AND

**Certified Copy Of the NQF Level 4 Learnership Agreements In The Relevant Trade.**

AND

**Letter from your Employer or Accredited Provider that you completed a Learnership for respectively NQF Level 2, Level 3 and Level 4.**


**E PAYMENT FOR THE SECTION 28 TRADE TEST**

*Please indicate your method of payment for the Section 28 trade test:*

APPLICATION PART OF A CHIETA FUNDED PROJECT / GRANT / VOUCHER SCHEME;

OR

ATTACHED CHEQUE / POSTAL ORDER WITH THE REQUIRED TRADE TEST FEE MADE OUT TO THE RELEVANT DTTC / INDLELA;

OR

ATTACHED PROOF OF ELECTRONIC FUND TRANSFER MADE TO THE REQUIRED DTTC;

OR

ATTACHED PROOF OF AGREEMENT WITH DTTC ON PAYMENT TO BE MADE AS AGREED


**F DECLARATION BY APPLICANT** (Please note if the Application Form is not signed, it **WILL** be returned for signature)

I HEREBY DECLARE THAT:

- The above details are, to the best of my knowledge and belief correct.
- If Part of a CHIETA Funded Project / Grant, that I will adhere to the CHIETA's Section 28 Project / Grant requirements, which includes:
  1. Conducting the pre-trade test at the allocated site, date and time. I will inform the CHIETA Evaluator 24 hours in advance if I cannot attend the pre-trade test. Failure which result in the CHIETA ETDQA taking me of the Section 28 Project / Grant. Thereafter the cost of the Section 28 Application is for my own account.
  2. Attending the trade preparation at the allocated CHIETA Provider of Apprentice Training. The CHIETA Provider of Apprentice Training will inform the CHIETA ETDQA if I am not partaking in the required trade preparation activities, or where it is found that I will not be ready for the trade test within the time allocated for trade preparation. In such instances I will be taken of the Section 28 Project / Grant to either continue with the trade preparation at my own cost or to obtain the additional training and / or on-the-job experience.
  3. Conducting the trade test at the allocated CHIETA Decentralised Trade Test Centre. The DTTC will inform the CHIETA ETDQA where it is found that I am not adhering to the DTTC's testing requirements. . In such instances I will be taken of the Section 28 Project/ Grant and will be responsible to conduct the trade test at my own cost.

.....  
Signature Of Candidate

.....  
Date

**F DECLARATION BY EMPLOYER IF EMPLOYED** (Please note, if the candidate is employed and the Employer did not sign the Application Form, the application **WILL** be returned for signature)

I HEREBY DECLARE THAT:

- The above details are, to the best of my knowledge and belief correct.
- I support the Section 28 Application.
- If Part of a CHIETA Funded Project / Grant, I understand the Section 28 Project / Grant requirements, which I as the Employer will adhere to.

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Signature Of Employer

.....  
Date