Wes-Kaapse Regering
Onderwys

Direktoraat: Kaapse Onderrig- en Leierskapinstituut

Verwysing: 20190109-84
Lêernommer: 12/16/5/2/1
Navrae: GC de Bruyn/JC Titus

Kaapse Onderrig- en Leierskapinstituutminuut: 0001/2019

Aan: Adjunk-direkteurs-generaal, Hoofdirekteure, Direkteure (Hoofkantoor en distrikskantore), Hoofde: Kurrikulumondersteuning, Hoofde: Bestuur en Beheer, Hoofde: Spesialebehoeftesondersteuning, Kringbestuurders, Vakadviseurs en Prinsipale van openbare skole

Onderwerp: 2019 Beurse vir Voortgesette Professionele Ontwikkeling van indiensonderwysers

1. Die Wes-Kaap Onderwysdepartement (WKOD) kondig met genoeë aan dat **100 beurse** vir die 2019 akademiese jaar aan indiensonderwysers beskikbaar gestel sal word om te studeer ten einde die volgende volledige kwalifikasies te verwerf:

	Kursus	NKR-vlak	Inrigting
i	Gevorderde Sertifikaat in Onderrig in Intermediêre Fase (GSO IF)	6 120 krediete	Universiteit van Kaapstad (UK)
Ii	Gevorderde Diploma in Onderwys in Intermediêre Fase Wiskunde-onderrig	7 120 krediete	Universiteit Stellenbosch (US)

2. Onderwysers wat aan die volgende kriteria voldoen, kan vir die beurse aansoek doen:

	Kursus	Minimumvereistes
i	Gevorderde Sertifikaat in Onderrig in Intermediêre Fase (GSO IF)	• Onderwysers in besit van 'n formele onderwyskwalifikasie op Relatiewe Onderwyskwalifikasiewaarde (ROKW) 13 (M+3) of hoër; • Onderwysers wat tans Intermediêre Fase sonder 'n formele kwalifikasie onderrig;

New Nooiensfonteinweg, Kuilsrivier, 7580
Tel: +27 21 900 5062/5035 Faks: +27 21 900 5114
Veilige Skole: 0800 45 46 47
Privaatsak X14, Kuilsrivier, 7579
Indiensnemings- en salarisnavrae: 0861 92 33 22
www.westerncape.gov.za

		• Voornemende studente moet oor ten minste drie jaar se goedgekeurde onderrigervaring beskik. • Voornemende studente moet ook aan die intreevlakvereistes vir formele studie aan UK voldoen.
ii	Gevorderde Diploma in Onderwys in Intermediêre Fase Wiskunde-onderrig	• 'n BEd-graad (met spesialisering in Intermediêre Fase Wiskunde-onderrig); of • 'n B-graad plus 'n Nagraadse Onderwyssertifikaat (NOS) (met spesialisering in Intermediêre Fase Wiskunde-onderrig); of • 'n Hoër Onderwysdiploma (HOD – NKR-vlak 7) met spesialisering in Intermediêre Fase Wiskunde-onderrig; of • 'n Gevorderde Onderwyssertifikaat (GOS) (vorige NKR-vlak 6) (met spesialisering in Intermediêre Fase Wiskunde-onderrig). • Voornemende studente moet ook aan die intreevlakvereistes vir formele studie aan US voldoen.

3. Slegs onderwysers in die bovermelde kategorieë mag aansoek doen.

4. Aansoeke sal oorweeg word op voorwaarde dat elke aansoeker aan die volgende vereistes voldoen:
   (i) Moet **permanent** in diens van die **WKOD** wees.
   (ii) Moet aan die toelatingsvereistes van die toepaslike universiteit voldoen. (Kyk Bylae A.)
   (iii) Mag **nie** 'n ander staatsbeurs of enige ander beurs ontvang **nie**.
   (iv) Mag by **geen** ander universiteit geregistreer wees wanneer daar om 'n beurs aansoek gedoen word, of by registrasie, **nie**.
   (v) 'n Onderneming deur die prinsipaal van die skool dat die aansoeker in die toepaslike fase en/of vak vir die tweejaarstudietydperk en die daaropvolgende drie jaar nadat die kwalifikasie verwerf is, sal aanbly.

5. Die kwalifikasieprogram vir die Gevorderde Sertifikaat in Onderwys (GSO), asook die Gevorderde Diploma in Onderwys (GDO), sal oor 'n tydperk van twee jaar, vanaf Januarie 2019 tot Desember 2020, op 'n deeltydse basis aangebied word. Die kursuswerk sal netwerkonderwys, asook kontaksessies tydens skoolvakansies, insluit. (Kyk Bylae A.)

6. Elke beurs wat toegeken word, sal registrasie- en klasgelde dek.

7. Waar van toepassing, sal verblyf vir kontaksessies deur die WKOD gereël word en sal slegs voorsien word aan onderwysers wat van landelike gebiede af reis. Verblyf vir bloksessies en Saterdagsessies sal by die Kaapse Onderrig- en Leierskapinstituut (KOLI) wees.

8. Waar van toepassing, sal vervoerkoste na en van die opleidingslokaal deur die WKOD gedek word, mits die suksesvolle kandidate van dieselfde dorp of skool af kom en vervoer deel.

9. Waar van toepassing, sal suksesvolle aansoekers vir die koste van hul leerondersteuningsmateriaal verantwoordelik wees.

10. Onderwysers wat vir die onderskeie kursusse in aanmerking wil kom, word versoek om die aangehegte Bylae B-vorms te voltooi en beide teen **31 Januarie 2019,** via hul prinsipale, in te dien:

    Vir die aandag van: Mnr GC de Bruyn
    Direktoraat: Kaapse Onderrig- en Leierskapinstituut
    Wes-Kaap Onderwysdepartement
    Privaatsak X14
    Kuilsrivier
    7579

11. Aansoeke wat per hand afgelewer word, sal ook aanvaar word en kan in die hout boks, gemerk "*Teacher Development*", in die voorportaal van die Admin 2-gebou by die Direktoraat: Kaapse Onderrig- en Leierskapinstituut, Nuwe Nooiensfonteinweg, Kuilsrivier geplaas word.

12. Die aansoekvorms (Bylae B) is by hierdie minuut aangeheg.

13. **Let asseblief daarop dat:**
    - **onvolledige of onleesbare aansoeke nie oorweeg sal word nie; en**
    - **geen aansoeke wat per faks gestuur word, aanvaar sal word nie.**

14. Aansoeke wat ná die sluitingsdatum van 31 Januarie 2019 ontvang word, sal nie oorweeg word nie.

15. **Let asseblief op die volgende:**
    - Die kursus **van u keuse** moet duidelik op die aansoekvorm gemeld word.
    - Gewaarmerkte afskrifte van u matrieksertifikaat, akademiese en/of professionele kwalifikasiesertifikaat/-sertifikate en identiteitsdokument moet saam met u aansoek ingedien word.
    - Die aansoek **moet deur die aansoeker, sy/haar prinsipaal en die kringbestuurder onderteken en onderskryf word** (ondertekende aansoekvorm).
    - Sonder die onderskrywing van die prinsipaal en kringbestuurder, sal 'n aansoek as onvolledig beskou en gediskwalifiseer word.

16. Aansoeke sal geprioritiseer word en aanbevelings sal na die Hoof van die Departement (HvD), via die Direktoraat: Kaapse Onderrig- en Leierskapinstituut, vir goedkeuring gestuur word.

17. Deur die ooreenkomsvorm (Bylae C) te voltooi, gaan die suksesvolle aansoekers 'n formele ooreenkoms met die WKOD aan om 'n jaar diens te lewer vir elke jaar waarvoor die beurs toegeken word, asook om aan die ander bepalings wat in die ooreenkoms uiteengesit word, te voldoen.

18. Maak asseblief seker dat die inhoud van hierdie minuut onder die aandag van alle onderrigpersoneel by u skool gebring word.

GETEKEN: PAD BEETS
ADJUNK-DIREKTEUR-GENERAAL: KURRIKULUM- EN ASSESSERINGSBESTUUR
DATUM: 2019-01-15

Annexure A

2019 Bursaries available

<table>
<tr><td colspan="2">i. Advanced Certificate in Teaching Intermediate Phase</td><td>50 bursaries available</td></tr>
<tr><th>Requirements and target groups</th><th>Higher education institution</th><th>Contact sessions arrangements (provisional dates)</th></tr>
<tr><td>• Teachers with a three-year (360 credits) teacher's qualification, rated at REQV 13 or REQV 14 and higher.

• Teachers in possession of a formal teaching qualification at REQV 13 (M+3) or higher;

• Teachers currently in the Intermediate Phase without a formal qualification.

<u>Service areas</u>:

▪ All districts</td><td>University of Cape Town (UCT)</td><td>• Courses will be conducted mainly on the UCT campus.

• Block sessions.

• There will also be Saturday sessions.

• Five residential contact sessions for rural students depending on student distribution.

• <u>Application & orientation</u>
09 February 2019

• <u>Registration & Lecture 1</u>
23 February 2019

• <u>Contact sessions</u>:
(i) 25–29 March 2019 (five days)
(ii) 01–05 July 2019 (five days)
(iii) 25–28 September 2019 (four days)
(iv) 26 October 2019 (tutorial)

• <u>Saturday contact sessions:</u>
(i) 09 March 2019
(ii) 06 April 2019
(iii) 11 May 2019
(iv) 25 May 2019
(v) 27 July 2019
(vi) 24 August 2019
(vii) 07 September 2019
(viii) 05 October 2019

• <u>Residential sessions for rural students</u>
(i) 18 May 2019
(ii) 08 June 2019</td></tr>
</table>

		(iii) 03 August 2019 (iv) 14 September 2019 (v) 12 October 2019 ➢ Residential venues will be as per student distribution (outside of 250 km radius from UCT). • **<u>Examination dates</u>**: (i) 25 October 2019 (ii) 29 October 2019 (iii) 31 October 2019 *Order in which courses will be offered may change, subject to final decision. Students will be advised.

ii. Advanced Diploma in Education in Intermediate Phase Mathematics Teaching	50 bursaries available

Requirements and target groups	Higher education institution	Contact sessions arrangements (Provisional dates)
• Teachers in possession of a formal teaching qualification at REQV 14 (M+4) or higher. • A B Ed degree (with specialisation in Intermediate Phase Mathematics teaching); • or a B degree plus a PGCE (with specialisation in Intermediate Phase Mathematics teaching), • or a Higher Diploma in Education (HDE – NQF level 7) with specialisation in Intermediate Phase Mathematics teaching; • or an Advanced Certificate in Education (ACE) (previous	Stellenbosch University (SU)	• Block sessions during school holidays. • Block sessions conducted at CTLI. • **<u>Registration & course orientation</u>:** 16 February 2019 • **<u>Contact sessions:</u>** **Block sessions (school holidays)** (i) 25–30 March 2019 (six days) (ii) 01–06 July 2019 (six days) (iii) 25–27 September 2019 (three days) • **<u>Telematics/streaming sessions:</u>** To be announced • **<u>Assessment:</u>**

NQF level 6) (with specialisation in Intermediate Phase Mathematics teaching) • Prospective students must also satisfy the entry requirements for formal studies at SU. <u>Service areas</u>: ▪ All education districts		Will be made available by SU.

Western Cape Government
Education

Directorate: Cape Teaching and Leadership Institute

Annexure B

Application for study bursary

Directorate: Cape Teaching and Leadership Institute New Nooiensfontein Road, Kuils River For Attention: Gavin de Bruyn, Admin Building 2 Tel: 021 900 5062/35/37

Closing date: 31 January 2019

Course Applied for: ____

VERY IMPORTANT

(i) Incomplete applications will be rejected.
(ii) Please PRINT.
(iii) Mark appropriate boxes with an "X".
(iv) The Principal must ensure that the Circuit Manager signs the application form.

1. Identity no.		**2. Persal no.**		
3. Surname		**4. Race (For EE/Skills development)**	Black	
			White	
			Coloured	
			Indian	
5. First names		**6. Title Mr, Mrs, Ms**		

7. Residential and postal address (if different)	**8. Language**	**9. Date of birth**
		_______/ _______/ 19_______

10. Tel. no. (home)		Dialling code	
11. Mobile		**12. Email**	

13. School where you are employed						
14. Work address						
15. Tel. no. (work)		Dialling code				
16. Fax no.		Dialling code				
17. Education district						
18. Appointment status	Permanent		On probation		Temporary	
19. Current Relative Educational Qualification Value (REQV)						

20. Date of first appointment	**21. Current rank**

22. Date of appointment into current rank		**23. No. of years' service in current rank**	

24. State current subjects and grades that you are teaching	(i) 2018	
	(ii) 2019	

25. State number of years teaching current subject and phase	

26. (i) Are / were you in receipt of another bursary in 2017/2018/	YES		NO	
(ii) If "YES", please furnish below.				
(a) Name of institution				
(b) Nature of obligations				
(c) Obligations already fulfilled?	YES		NO	

27. University and other post school-school qualifications	
(i) State Degrees, professional diplomas and certificates already obtained	
(ii) Subject/phase of specialisation for ininitial teaching qualification	

28. Application 2019			
(i) Name of university where course will be followed.			
Only complete sections (ii–vi) if currently busy with studies in 2018 and provide the following information:			
(ii) Current year of study			
(iii) Minimum remaining duration of course			
(iv) Student registration number			
(v) Have you failed any year of study (for current studies)?		YES	NO
(vi) If "Yes", which year of study and when?			
29. Indication of physical disability		YES	NO
(i) Do you have a physical disability?			
(ii) If "Yes", state nature of disability			

(ii) If "Yes", state nature of disability

____

____

30. Declaration

I declare that the above information is complete and correct.

________________	________________	______________
Applicant's signature	Print name	Date

31. Declaration by School Principal

I declare that the above information is complete and correct.

________________	________________	______________
School Principal's signature	Print name	Date

32. Endorsement by Circuit Manager

I hereby endorse and recommend the application of this applicant.

________________	________________	______________
Circuit Manager's signature	Print name	Date

Annexure C

AGREEMENT FOR COMPLETION OF COURSE: PART-TIME BURSARY SCHEME: TEACHERS

NAME OF COURSE: ____

UNDERTAKING:

1. (a) Whereas I, the undersigned, ______________________________,(full name) Persal No.____________________, ID No.________________________________,

a teacher in the employ of the Western Cape Education Department (WCED) and providing my services at a school called

____,

am desirous of taking this part-time programme over the prescribed two-year period; and

(b) whereas I must, for the aforementioned purpose, complete all the assignments and tasks required by the programme and attend contact sessions over weekends and/or school holidays, as arranged by the training institution; and

(c) whereas the WCED will, from state funds, pay on my behalf such tuition fees, which the training institution may charge for the course for the prescribed duration.

2. I therefore undertake to:

(a) commence the course on the prescribed date;

(b) take the course part-time while I am in the service of the WCED;

(c) complete the course successfully within the prescribed period;

(d) furnish the Head of Education (HoD) at the commencement of the course with satisfactory proof of my enrolment for the course;

(e) after I have complied with all the requirements of the course, immediately continue to serve the WCED for a continuous period of at least two years; and

Please initial [..........]

(f) continue to teach the phase or subject of which I have through this qualification programme for a period of three years.

3. I understand and accept that I shall be obliged to repeat and complete successfully at my own expense any modules of the course which I may have outstanding at the end of the prescribed two-year period and that, if I do not immediately continue my studies, except where the WCED has granted me a postponement in writing, I shall be deemed to have abandoned the course.

4. Should I fail to comply with the conditions contained in this agreement, I agree to repay to the WCED, immediately at the time of my non-compliance with such conditions, the total amount of the tuition fees paid on my behalf by the WCED, plus the interest as calculated by the WCED's Directorate: Financial Accounting.

5. I elect as my domicilium citandi (permanent address) and for the purposes of any notice, the following address in South Africa:

____

____

Signed at ________________________ this day _____________ of __________________________ 201_
(Place) (Day) (Month)

APPLICANT:

_______________________ _____________________________ DATE: ___________
(Signature) (Print name)

PRINCIPAL:

_______________________ _____________________________ DATE: ___________
(Signature) (Print name)

Please initial [……….]

FOR OFFICIAL USE ONLY:

ON BEHALF OF THE WESTERN CAPE EDUCATION DEPARTMENT:

______________________	______________________________	DATE:_________
(Signature)	(Print name)	

WITNESS:

______________________	______________________________	DATE: _________
(Signature)	(Print name)	

Please initial [……….]