Wes-Kaapse Regering

Onderwys

Direktoraat: Kaapse Onderrig- en Leierskapinstituut

Verwysing: 20190429-4143
Lêerno.: 12/16/5/2/P
Navrae: GC De Bruyn/JC Titus

Kaapse Onderrig-en-leierskapinstituut-minuut: 0002/2019

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 onderwysers in diens

1. Die Wes-Kaap Onderwysdepartement (WKOD) kondig graag aan dat **30 beurse** vir die 2019 akademiese jaar aan onderwysers in diens beskikbaar gestel sal word om te studeer vir die volgende kwalifikasies:

Kursus	NKR-vlak	Inrigting
Gevorderde Diploma in Opvoedkunde in Senior Fase Natuurwetenskappe-onderrig	7 120 krediete	Universiteit van Stellenbosch (US)

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

Kursus	Minimumvereistes
Gevorderde Diploma in Opvoedkunde in Senior Fase Natuurwetenskappe-onderrig	• Onderwysers met 'n BEd-graad wat in Senior Fase-onderrig spesialiseer en tans Natuurwetenskappe op Senior Fase-vlak onderrig; of • Onderwysers met 'n B-graad plus 'n Nagraadse Onderwyssertifikaat (NOS) wat in Senior Fase-onderrig spesialiseer en tans Natuurwetenskappe op Senior

	Fase-vlak onderrig; of • Onderwysers met 'n Hoër Onderwysdiploma (HOD – NKR-vlak 7), wat in Senior Fase-onderrig spesialiseer en tans Natuurwetenskappe op Senior Fase-vlak onderrig; of • Onderwysers met 'n Gevorderde onderwyssertifikaat (GOS) (voorheen vlak 6), wat in Senior Fase-onderrig spesialiseer en tans Natuurwetenskappe op Senior Fase-vlak onderrig. • Voornemende studente moet ook aan die intreevlakvereistes vir formele studies aan die US voldoen.

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

4. Aansoeke sal oorweeg word, onderworpe aan elke aansoeker se voldoening aan al die volgende vereistes:
   (i) Moet **permanent** in diens van die **WKOD** wees.
   (ii) Moet aan die toelatingsvereistes van die Universiteit van Stellenbosch 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 bly.

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

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

7. Waar van toepassing, sal verblyf vir kontaksessies deur die WKOD gereël word en slegs voorsien word aan onderwysers wat van landelike gebiede af kom. Daar sal verblyf

wees by die Kaapse Onderrig- en Leierskapinstituut (KOLI) vir bloksessies en Saterdagsessies.

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 aansoekers vir die koste van hul leerondersteuningsmateriaal verantwoordelik wees.

10. Onderwysers wat vir die program en beurs in aanmerking wil kom, word versoek om die aangehegte Bylae B-vorms te voltooi en albei teen **30 Mei 2019** via hul prinsipale in te dien:

    Vir aandag: 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 houtboks, gemerk "Teacher Development" in die voorportaal van die Admin 2-gebou by die Direktoraat: Kaapse Onderrig- en Leierskapinstituut, New Nooiensfonteinweg, Kuilsrivier geplaas word.

12. Die aansoekvorms is by hierdie minuut as Bylae B aangeheg.

13. **Let asseblief daarop dat:**
    - **onvolledige of onleesbare aansoeke nie oorweeg sal word nie; en**
    - **geen faksaansoeke aanvaar sal word nie.**

14. Aansoeke wat ná die sluitingsdatum van **30 Mei 2019** ontvang word, sal nie oorweeg word nie.

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

16. Aansoeke sal geprioritiseer 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: 2019-05-20

Annexure A

2019 Bursary available

<table>
<tr><th></th><th></th><th></th></tr>
<tr><td colspan="3">i. Advanced Diploma in Education in Senior Phase Natural Sciences Teaching — 30 bursaries available</td></tr>
<tr><td>Requirements and target groups</td><td>Higher education institution</td><td>Contact sessions arrangements (Provisional dates)</td></tr>
<tr><td>Teachers in possession of a formal teaching qualification at REQV 14 (M+4) or higher.
A B Ed degree (with specialisation in Senior Phase teaching);
or a B degree plus a PGCE (with specialisation in Senior Phase teaching),
or a Higher Diploma in Education (HDE – NQF level 7) with specialisation in Senior Phase teaching;
or an Advanced Certificate in Education (ACE) (previous NQF level 6) (with specialisation in Senior Phase teaching)
Prospective students must also satisfy the entry requirements for formal studies at SU.
<u>Service areas</u>:
All education districts</td><td>Stellenbosch University (SU)</td><td>Block sessions during school holidays.
Block sessions conducted at CTLI.
<u>Registration & course orientation</u>:
Mid-April 2019 (TBC)
<u>Contact sessions:</u>
Block sessions (school holidays)
(i) 01–06 July 2019 (six days)
(ii) 25–27 September 2019 (three days)
<u>Telematics/streaming sessions:</u>
To be announced
<u>Assessment:</u>
Will be made available by SU.</td></tr>
</table>

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: 30 May 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 2018/2019	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 2019 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

____

____

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

Western Cape Government
Education

Directorate: Cape Teaching and Leadership Institute

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 [……….]