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## ANNEXURE B: Agreement for completion of qualification programme

Name of course: \_\_\_\_\_

### Undertaking:

1. (a) I, the undersigned, \_\_\_\_\_,  
(full name and surname)

Persal no. \_\_\_\_\_, ID no. \_\_\_\_\_,  
a teacher in the permanent employ of the Western Cape Education Department  
(WCED) and providing my services at the following school/office:

\_\_\_\_\_, would like to participate in this  
part-time programme over the prescribed year for the qualification programme.

(b) I undertake, for the afore-mentioned purpose, to complete all the assignments and  
tasks required by the programme and attend compulsory contact sessions as  
arranged by the training institution.

2. I, therefore, undertake to:

- (a) commence the course on the prescribed date;
- (b) do 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 at the commencement of the financial assistance  
with satisfactory proof of my enrolment for the course; and
- (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 one year for each year of  
financial assistance provided.

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 period.

4. 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 \_\_\_\_\_ 2023  
(place) (day) (month)

**Applicant:**

\_\_\_\_\_  
(Signature) (Print name) Date: \_\_\_\_\_

**Principal:**

\_\_\_\_\_  
(Signature) (Print name) Date: \_\_\_\_\_

**FOR OFFICIAL USE ONLY: to be completed by CTLI staff member, on behalf of the WCED:**

\_\_\_\_\_  
(Signature) (Print name) Date: \_\_\_\_\_

**WITNESS:**

\_\_\_\_\_  
(Signature) (Print name) Date: \_\_\_\_\_