



Western Cape
Government

**PLACEMENT IN PROGRESS FORM
LEARNER APPLICATIONS
ORDINARY PUBLIC SCHOOLS**

WESTERN CAPE EDUCATION DEPARTMENT (WCED) ADMISSIONS 2024

The information on this form will be captured on the WCED online admissions system to assist the parent.

Primary parent/Legal guardian information

Parent /Legal guardian type (Please tick)		Biological	Adoptive	Legal guardian	Step	Other		
Title: (Please tick)		Mr	Miss	Mrs	Ms	Prof.	Dr	Rev.
First Name		Second name		Surname				
Gender	Male	Female	SA Citizen	YES	NO			
Date of birth		Gender	Male	Female				
Marital status: (Please tick)		Divorced	Married	Separated	Single	Widowed		

IMPORTANT!!! Please complete

Contact information

Cell phone no.	Emergency no.			
Tel. no. (work)	Alternative no.			
Email address				
Address outside Western Cape	YES	NO		
Address type: (Please tick)	Flat	Farm	Plot	Street
House /Street number	Street name			
Building / Complex / Block / Apartment name				
Town	Suburb			

OPTIONAL (Secondary parent /Legal guardian information)

Parent/Legal guardian type (Please tick)		Biological	Adoptive	Legal guardian	Step	Other		
Title: (Please tick)		Mr	Miss	Mrs.	Ms	Prof.	Dr	Rev.
First Name		Second name		Surname				
Gender	Male	Female	SA Citizen	YES	NO			
Date of birth		Gender	Male	Female				
Marital status: (Please tick)		Divorced	Married	Separated	Single	Widowed		

IMPORTANT!!! Please complete

Contact information

Cell phone no.	Emergency no.			
Tel. no. (work)	Alternative no.			
Email address				
Address outside Western Cape	YES	NO		
Address type: (Please tick)	Street	Flat	Farm	Plot
House /Street number	Street name			
Building / Complex / Block / Apartment name				
Town	Suburb			

Please continue to page 2. Complete and sign page 2.

Learner information

First time registration in Western Cape		Yes		No						
First Name		Second name		Surname						
Gender	Male		Female							
Is the address the same as the primary parent's?		YES		NO						
Population group		Black/ African		Coloured		Indian/ Asian		White		
SA Citizen	YES		NO		Undocumented SA /Foreign learner	YES		NO		
Home address (where learner currently resides)		Is the address the same as the primary parent's?				YES		NO		
Address type		Street		Flat		Farm		Plot		
Address no.		Street name				Building/ Complex /Apartment name				
Town				Suburb						
Required grade (<i>The grade you are applying for</i>)										
Language of Learning and Teaching (LoLT)		AFR	ENG	XHOSA	SESOTHO	TSWANA				
Do you wish to apply for hostel accommodation? (<i>Applicable to mainly rural areas</i>)						YES		NO		
Do you wish to apply for learner transport? (<i>Applicable to mainly rural areas at schools using the WCED learner transport schemes.</i>)						YES		NO		
a) Participation in sport						YES		NO		
If yes, please indicate which sport.										
b) Participation in cultural programme/s						YES		NO		
If yes, please indicate which cultural programme/s.										
c) Has the learner held any leadership position/s at school?						YES		NO		
If yes, please provide details.										
d) Name any award/s achieved.										
e) Does the learner play an instrument/s?						YES		NO		
If yes, please indicate which instrument/s.										
f) Level of music participation (Write down the level of participation or achievement.)										
Select schools										
Please indicate the schools you want to APPLY TO:										
No.1	NAME OF SCHOOL									
Please indicate if the learner has a sibling at the school.			YES		NO		CEMIS NUMBER			
No.2	NAME OF SCHOOL									
Please indicate if the learner has a sibling at the school.			YES		NO		CEMIS NUMBER			

No.3	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
No.4	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
No.5	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
No.6	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
No.7	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
No.8	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
No.9	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
No.10	NAME OF SCHOOL						
Please indicate if the learner has a sibling at the school.		YES		NO		CEMIS NUMBER	
Select subjects (Grades 10–12 only):							
Compulsory subject no.1 (languages)							
Compulsory subject no.2 (languages)							
Compulsory subject no.3							
Compulsory subject no.4							
Compulsory subject no.5							
Compulsory subject no.6							
Compulsory subject no.7							
Academic information							
Name of the last school attended						Year	
Are you relocating to the Western Cape (WC) from another province?		YES		NO			
If yes, write down the name of the province.							
Are you relocating to the WC from another country?				YES		NO	
If yes, write down the name of the country.							
Required grade							
Language of Learning and Teaching (LOLT)		AFR		ENG		XHO	
						SOTHO	
First time registration in WC?		YES		NO			

Date of application	(YYYY/ MM/DD)	
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Declaration by legal parent/guardian

I, the undersigned, declare that the above information is correct.

Signed by legal parent/guardian: _____

Date: _____



REQUIRED DOCUMENTS SUBMITTED TO THE SCHOOL/WCED

Please check that the following documentation is attached.	Please tick	
1. Certified copy of ID / Birth certificate (learner)	YES	NO
2. A study permit issued by the Department of Home Affairs or proof of application (If the learner is a foreign learner)	YES	NO
3. Copy of immunisation card / Road to Health chart (Primary schools only)	YES	NO
4. Latest official school report card of the learner	YES	NO
5. Proof of residence (This could be: Rates account / Lease agreement / An affidavit confirming residence)	YES	NO



Checked by (name and surname): _____

Checked and signed by: _____

Date: _____