

WESTERN CAPE EDUCATION DEPARTMENT

CEMIS: NEW REGISTRATION FORM



Please note that this form must be completed for all NEW learner registrations (learners that are NOT CURRENTLY registered in the CEMIS). The form must be signed by the parent/guardian and the principal. It is important to collect learner information in terms of gender, race and disability in order to track the extent to which **EQUITY** and **ACCESS** are being addressed.

Please observe the following strictly:

- The form must be completed by an official, parent or guardian, not the learner.
- Race, gender, social grant and disability detail should be collected with sensitivity from the parent/guardian.

1. Surname									
2. First name									
3. Second and third name									
4. Learner's Identity Number		If the identity number is not available, apply to Home Affairs immediately. Passport/VISA /Permit no to be given, if immigrant							
** Is the learner an immigrant: 1=yes; 2=no		Year		Month		Day		6. Learner's race: 1=black/african; 2=coloured; 3=Indian/Asian; 4=white; 5=not applicable	
5. Date of birth								7. Learner's gender: 1=male; 2=female	
8a. Street number or write Plot / Farm / Flat				8b. Name of street/ plot / farm / flat					
8c. Suburb / Address line 2									
8d. Town / Address line 3									
8e. Postal code				** Telephone code and number or cellular phone number					
9. Learner's parents deceased: 1=only mother deceased; 2=only father deceased; 3=both parents deceased; 4=both parents alive; 5=unknown									
10. Is it the first time the learner has registered at a school in the Western Cape Province? 1=yes; 2=no; 3=comes from independent/private school				11. In which province or country did the learner attend school LAST year?: 1=Western Cape; 2=Free State; 3=Gauteng; 4=KwaZulu-Natal; 5=Limpopo/Northern Province; 6=Mpumalanga; 7=Northern Cape; 8=North-West Province; 9=Eastern Cape; 10=Other country: specify below; 11= Not in school					
12. Learner's grade this year: 1=Pre-GrR; 2=GrR; 3=Gr1; 4=Gr2; 5=Gr3; 6=Gr4; 7=Gr5; 8=Gr6; 9=Gr7; 10=Gr8; 11=Gr9; 12=Gr10; 13=Gr11; 14=Gr12; 29=N3; 35=LSEN Unit 36=SNE Preschool Year 1; 37=SNE Preschool Year 2; 38=SNE Foundation Phase Year 1; 39=SNE Foundation Phase Year 2; 40=SNE Foundation Phase Year 3									
41= SNE Intermediate Phase Year 1; 42= SNE Intermediate Phase Year 2; 43= SNE Intermediate Phase Year 3; 44= SNE Senior Phase Year 1; 45= SNE Senior Phase Year 2; 46= SNE Senior Phase Year 3; 47=SNE Occupation Oriented Education Year 1; 48= SNE Occupation Oriented Education Year 2; 49= SNE Occupation Oriented Education Year 3									
12.1 Only in the case of SPECIAL SCHOOLS, indicate whether the learner attends full-time or is supported on a part-time basis								The learner: 1=attend full-time; 2=is supported part-time	
13. If the learner is in a Pre-GrR or GrR class, is it a STATE or SGB/R3 funded class? 1= State; 2=SGB/R3;									
14. In which class is the learner this year? E.g. 3c or 12a									
15. Did the learner attend any school last year? 1=yes; 2=no				16. Is the learner a hostel boarder this year? 1=yes, at school; 2=yes, at another school; 3=no					
17. Is the learner registered for a social grant? 1=yes; 2=no				18. Does the learner receive a social grant? 1=yes; 2=no					
19. Did the learner attend any formal or non-formal pre-primary programmes LAST year? (Only applies to Gr1 first time enrolments) 1=formal; 2=non-formal; 3=no				20. Does the learner benefit from the Primary School Nutrition Programme (PSNP)? 1=yes; 2=no					
21. Is the learner 1=mainstream; 2=LSEN in unit class; 3=LSEN in mainstream; 4=in a LSEN school?									
22. Learner according to disability 2=deaf; 3=hard of hearing; 4=blind; 5=partially sighted; 6=deaf-blind; 7=cerebral palsy; 8=specific learning disabled; 9=behavioural disorder; 10=mild/moderate intellectually disabled; 11=severely intellectually disabled; 12=physically disabled; 13=autistic spectrum disorder; 14=epilepsy; 15=attention deficit disorder with hyperactivity; 16=none; 17=attention deficit disorder without hyperactivity; 18=gifted; 19=specialised psychiatric support									
Primary disability		Secondary disabilities (This field is only to be completed if the learner has more than one disability)		Sec. Dis. 1		Sec. Dis. 2		Sec. Dis. 3	
23. Learner's home language: 1=Afrikaans; 2=English; 3=Xhosa; 4=Swati; 5=Ndebele; 6=Zulu; 7=Sotho; 8=Pedi; 9=Tswana; 10=Venda; 11=Tsonga; 12=Sign Language; 13=Other: specify below									
24. Learner's language of teaching: 1=Afrikaans; 2=English; 3=Xhosa; 4=Swati; 5=Ndebele; 6=Zulu; 7=Sotho; 8=Pedi; 9=Tswana; 10=Venda; 11=Tsonga; 12=Sign Language; 13=Other: specify below									
25. Learner's preferred language: 1=Afrikaans; 2=English; 3=Xhosa; 4=Swati; 5=Ndebele; 6=Zulu; 7=Sotho; 8=Pedi; 9=Tswana; 10=Venda; 11=Tsonga; 12=Sign Language; 13=Other: Specify below									
25.1 Learner's certificate language: 1=Afrikaans; 2=English; 3=Xhosa; 4=Swati; 5=Ndebele; 6=Zulu; 7=Sotho; 8=Pedi; 9=Tswana; 10=Venda; 11=Tsonga									



26. Languages in GET band (Grades 1 – 9)

Indicate the PRIMARY, ADDITIONAL and 2nd ADDITIONAL LANGUAGES of the learner.
(This question refers to the languages taught in the LANGUAGE, LITERACY and COMMUNICATION Learning Area.)

1=Afrikaans; 2=English; 3=Xhosa; 4=Swati; 5=Ndebele; 6=Zulu; 7=Sotho; 8=Pedi; 9=Tswana; 10=Venda; 11=Tsonga; 12=Sign Language; 13=Other: specify below

Complete only for learners who take a second primary language.

Primary (First) language

Additional (second) language

2nd Additional language2nd Primary language

Other Language

27. Examinable secondary subjects taken in the FET band (Grades 10 – 12).

Subject Name

- (Grades 10, 11 and 12 use NCS FET subject names for 2008 with no subject grade distinction). Minimum of seven subjects (include two languages) required for fulltime learners.
- Immigrants may apply to be exempted from one language, but must enroll for 7 subjects. Any group B subject can replace the exempted language.

Subject Category:

- 1=at the school as part of the subjects;
- 2=at another institution as part of the subjects;
- 3=extra subjects at the school;
- 4=extra subjects at another institution

28. The six main EXTRA-MURAL activities in which the learner participates: 1=only at school; 2=private only, not at school; 3=both at school and private

1.Dance		5.Visual art		9.Hockey		13.Soccer		17.Watersport	
2.Drama		6.Athletics		10.Netball		14.Rugby		18. Debating society	
3.Music		7.Chess		11.Clay pigeon shooting		15.Tennis		19.Boxing	
4.Choir		8.Cricket		12.Softball		16.Volleyball		20.Karate	
21.Drum Majorette		22.Swimming		23.Special Olympics		24.Para-Olympics		Other: Indicate with code (1,2 or 3) Specify below	

I, the principal, hereby declare that I have established that the above-mentioned learner is NOT currently registered at any school in the Western Cape Province and that the necessary documents, to the best of my knowledge, meet the requirements and are acceptable.

We, the undersigned, fully understand the provision made in the South African Schools Act, Act 84 of 1996 (Section 59(2)) regarding the duty of schools to provide information.

Signed:

Parent / Guardian / Educator :
(Name in Print)

Signature

Date

Principal :
(Name in Print)

Signature

Date

