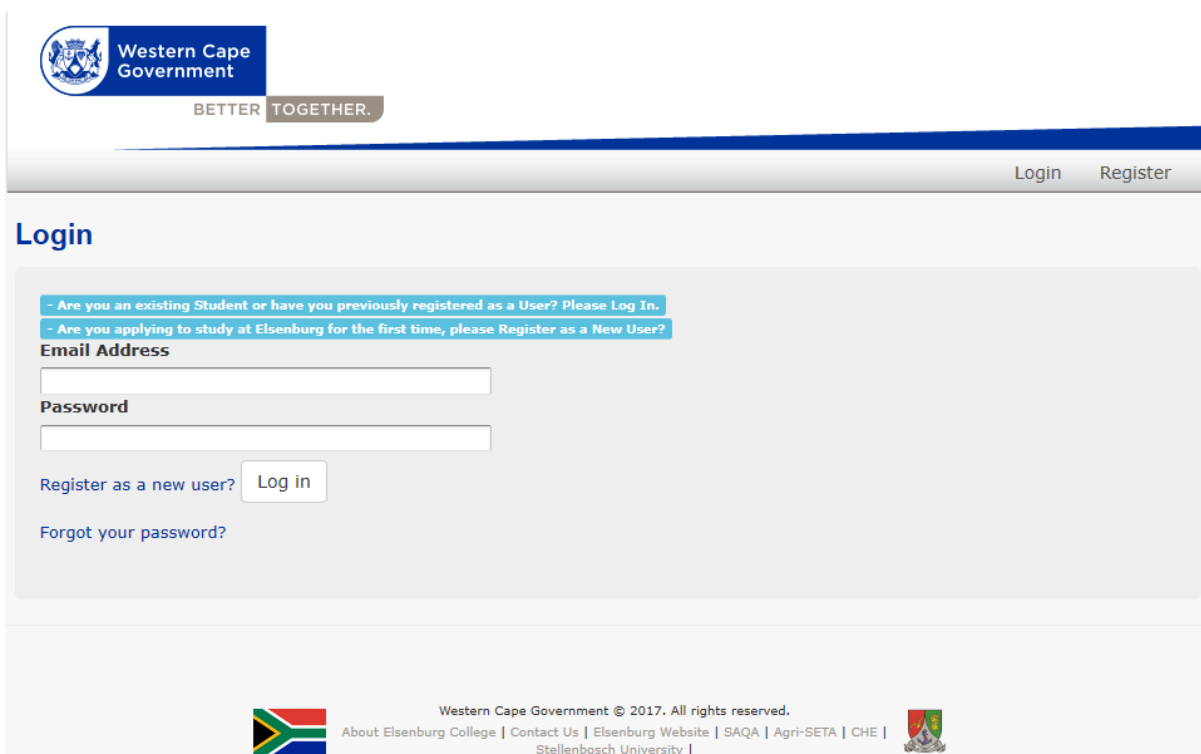


EISENBURG AGRICULTURAL TRAINING INSTITUTE
Online Application Instructions
Occupational Certificate

Step 1: Register as a new user



The screenshot shows the Western Cape Government website's login and registration interface. At the top left is the Western Cape Government logo with the slogan "BETTER TOGETHER." On the right, there are links for "Login" and "Register". The main heading is "Login". Below this, there are two instructional lines: "- Are you an existing Student or have you previously registered as a User? Please Log In." and "- Are you applying to study at Elsenburg for the first time, please Register as a New User?". There are input fields for "Email Address" and "Password". Below the password field is a "Log in" button. There are also links for "Register as a new user?" and "Forgot your password?". At the bottom, there is a footer with the South African flag, the text "Western Cape Government © 2017. All rights reserved.", and a list of links: "About Elsenburg College | Contact Us | Elsenburg Website | SAQA | Agri-SETA | CHE | Stellenbosch University |".

Step 2: Activate account

- a) Please follow the link in the email that will be emailed to you, to activate your account.

Step 3: Choose your programme

- a. Select **Occupational Certificate**.

Step 4: Complete application

It is important to have an electronic copy of all required documents before proceeding with this step.

4.1. Complete all required fields.

4.2. Upload your documents.

4.2.1. Identity document

- a) A certified copy of your Identity document

4.2.2. Grade 9, 10, 11/12 final results

- a) A certified copy of your latest school results
- b) If you are in Grade 12 at present, include a certified copy of your Grade 11 final examination symbols.
- c) If you have already completed school (regardless of whether or not you are attending/have attended another university or Institute), please include a certified copy of your final school certificate (Senior Certificate (prior to 2008) OR National Senior Certificate (NSC) OR Independent Examination Board certificate (IEB)
- d) If you have completed the International School System (Cambridge International, etc.) please include a certified copy of your final school results and an evaluation by the South African Qualifications Authority (SAQA).

4.2.3. Curriculum Vitae (CV)

- a) A copy of your newest CV

4.2.4. Letter from Host Farm

- a) A letter from your Host Farm (in your field of study) stating that you are allowed to do your practical/Work Integrated Learning (WIL) for the duration of the course.

Note:

1. All required documents must be uploaded before the closing date.

2. The original certified documents must be couriered only after receipt of preliminary acceptance:

For Attention:

Ms. U. Liwani

Learnership Coordinator

Elsenburg Agricultural Training Institute

Muldersvlei Road

Elsenburg

7607

Contact no. 021 021 808 5451

3. Applications with outstanding documents will be regarded as incomplete and will not be processed.

- 4.3. **Accept the terms and conditions. You will now receive an email acknowledging receipt of application.**

**ONCE ALL 4 STEPS ARE COMPLETE, YOUR APPLICATION IS COMPLETE
AND UNDER CONSIDERATION.**