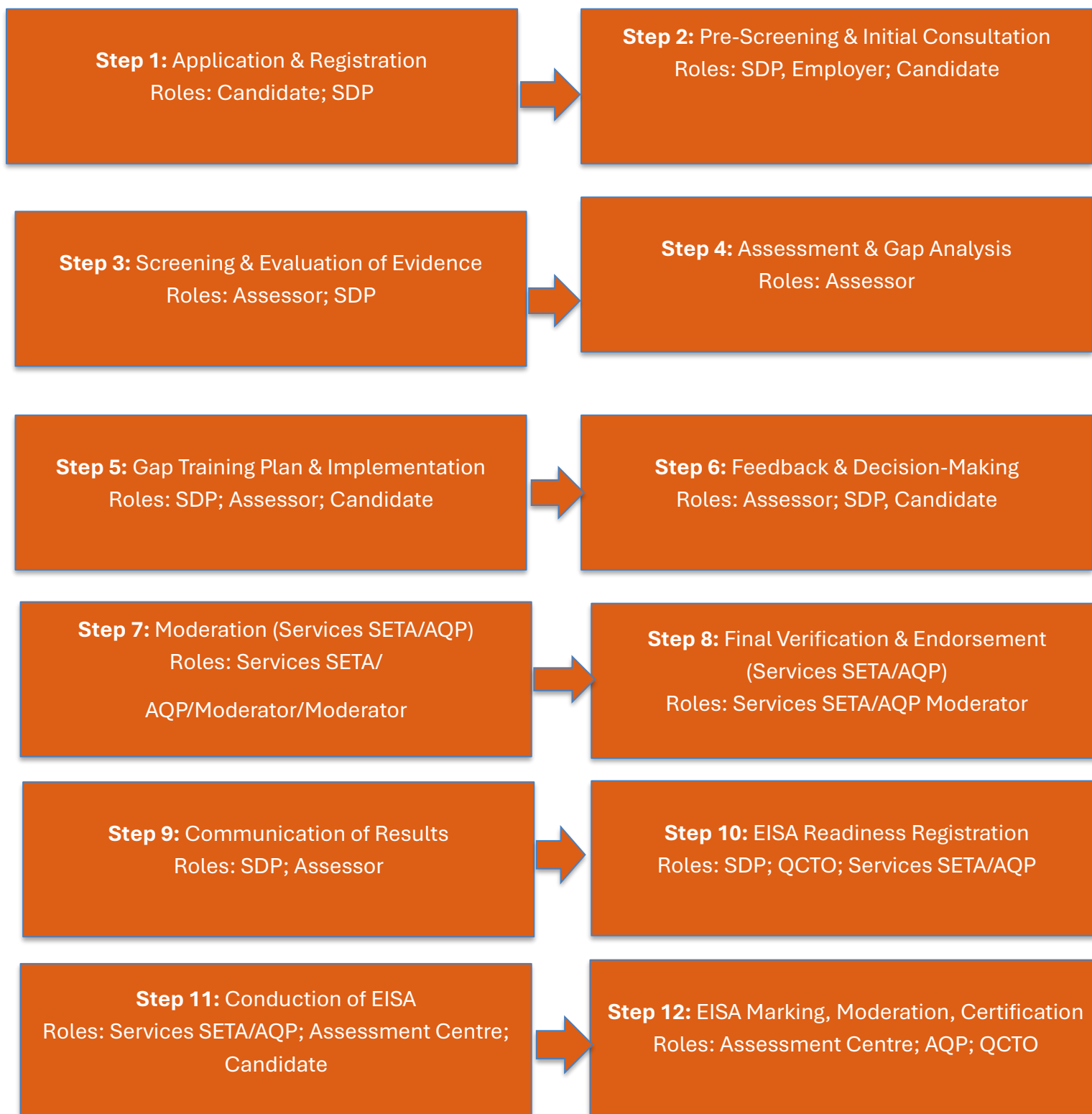


## Assessment of RPL Candidates Process Flow



## Recognition of Prior Learning (RPL) — Application Form

Instructions: Complete all sections in full. Attach certified copies of ID/Passport, CV, certificates, and relevant evidence. All documents must be recent and legible. Incomplete applications may delay processing. Submit the completed form and Portfolio of Evidence (PoE) to the Skills Development Provider (SDP)/Assessment Centre.

### 1. Applicant Details

<b>Title</b>		<b>Full Name(s)</b>	
<b>Surname</b>		<b>ID/Passport No.</b>	
<b>Tel No.</b>		<b>Email</b>	
<b>Residential Address</b>			
<b>Date of Birth</b>	____/____/____	<b>Gender (M/F)</b>	
<b>Disability</b>	Yes / No — If yes, specify: _____	<b>Home Language</b>	

### 2. Full / Part-Qualification Applied For

<b>Full Qualification/Part-Qualification Title</b>			
<b>SAQA ID</b>		<b>NQF Level</b>	
<b>Credits</b>		<b>Provider/Assessment Centre Accreditation No.</b>	
<b>Provider/Assessment Centre QCTO Accreditation No.</b>			

### 3. Employment & Work Experience

Attach a detailed CV. Complete the table below for your most relevant roles:

Employer	Job Title/Role	Period (From–To)	Key Duties/Tasks	Referee (Name & Contact)

### 4. Evidence of Prior Learning (Portfolio of Evidence)

Evidence Type	Description / File Name	Date/Period	Verified By (Office use)
1. Certified ID/Passport copy			
2. Curriculum Vitae (CV)			
3. Certificates/Statements of Results			
4. Work samples/products			
5. Photographs/Videos of work			
6. Performance appraisals			
7. Letters of reference/Testimonials			
8. Logbook/Work records			
9. Training records			
Other (specify)			

*Note: Evidence must be authentic, current, sufficient, and relevant to the outcomes. The assessor may request additional evidence or an assessment task (e.g., challenge test, practical demonstration).*

## 5. Learner Declaration & Consent

I hereby declare that the information provided is true and correct. I consent to the verification of my identity, employment, and qualifications, and to the use of my data for the purpose of RPL assessment in accordance with POPIA.

Applicant \_\_\_\_\_ Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Place \_\_\_\_\_  
 Signature \_\_\_\_\_

## 6. For SDP/AC/Assessor Office Use Only

<b>Assessor Name</b>			<b>Assessor Reg No.</b>		
<b>Date of Assessment</b>			<b>Moderation Required (Yes/No)</b>		
<b>Assessment Method(s)</b>	Evidence review / Challenge test / Practical demonstration / Interview / Other:				
<b>Decision</b>	<b>Yes</b>		<b>No</b>		
<b>EISA READINESS</b>					
<b>Assessor Comments</b>	Provide comments for both yes/no				
<b>Assessor Signature</b>	_____		<b>Date</b>	____/____/____	

## 7. AQP Moderator Verification

<b>Moderator Name</b>	_____	<b>Moderator Reg No.</b>	_____
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<b>Moderation Date</b>	____/____/____	<b>Outcome</b>	Confirmed / Referred back
<b>Moderator Comments</b>			

*Compliance reference: QCTO RPL Policy & SAQA RPL guidelines. Provider to retain*