

PRINCIPAL'S RECONCILIATION FORM

	Names of College Campus Sites and Campus EMIS numbers (Not Satellites)																CAMPUS EMIS NUMBER													
1																														
2																														
3																														
4																														
5																														
6																														
7																														
8																														
9																														
10																														

1 GENERAL INFORMATION (Complete ONLY the blocks where particulars have changed, are incorrect or are missing)

1.1	Campus name																													
1.2	Province code	[1= Western Cape; 2= Eastern Cape; 3= Northern Cape; 4= Free State; 5= KwaZulu Natal; 6= North West; 7= Gauteng; 8= Mpumalanga; 9= Limpopo]																												
1.3	Ownership of land	[1=State; 2=Church; 3=Mine; 4=Farm; 5=Hospital; 6=Trust; 7=Company; 8=Private individual; 9=Factory; 10=Other: specify																												
1.4	Educational region																													
1.5	Educational district																													
1.6	Circuit (If applicable)																													
1.7	Email																													

NOTE: If a particular programme is NOT offered at your school, place an X in the NOT APPLICABLE area for that programme. Do not enter any learner numbers or total for a programme not offered at your school.

If your school does offer a particular programme, but there are no learners for either the Male or Female gender, then enter 0 for the relevant gender. e.g. If your school has only Female learners in N5 then enter 0 under the Male row in the N5 column and the correct number of Female learners in the Female row for N5. Include the total.

2 STUDENT INFORMATION

ABET: Adult Basic Education and Training

NC (V): National Certificate Vocational

NIC: National Intermediate Certificate

REPORT 191: Programmes accredited by the DoE through the REPORT 191.

Non-REPORT 191: Programmes offered by the college, but not accredited by the DoE through REPORT 191.

NQF: National Qualifications Framework

SNE: Special Needs Education

NSC: National Senior Certificate

2.1	GRAND TOTAL headcount student enrolment in REPORT 191 at the campus on the survey date according to gender and programme. EACH STUDENT MUST ONLY BE COUNTED ONCE.				Phased out REPORT 191 programmes (self funded)					
Gender	N5	N6	Other	Total	NSC	NIC	N1	N2	N3	N4
Not Applicable										
Male										
Female										
Total										

Not Applicable = the programme is not offered at your college



2.2		Total headcount student enrolment in REPORT 191 at the campus on survey date according to year of birth, gender and programme. EACH STUDENT MUST ONLY BE COUNTED ONCE. (If a student takes subjects in more than one group, indicate that student in the column where he/she takes the most subjects)				Phased out REPORT 191 programmes (self funded)								
Year of Birth	Gender	N5		N6		Other	Total	NSC	NIC	N1	N2	N3	N4	Age in years
≥1994	Male													≤16
	Female													
1993	Male													17
	Female													
1992	Male													18
	Female													
1991	Male													19
	Female													
1990	Male													20
	Female													
1989	Male													21
	Female													
1988	Male													22
	Female													
1987	Male													23
	Female													
1986	Male													24
	Female													
1985	Male													25
	Female													
1984	Male													26
	Female													
1983	Male													27
	Female													
1982	Male													28
	Female													
1981	Male													29
	Female													
1980	Male													30
	Female													
1979	Male													31
	Female													
1978	Male													32
	Female													
1977	Male													33
	Female													
1976	Male													34
	Female													
1975	Male													35
	Female													
1974	Male													36
	Female													

Note: Age groups must be calculated from the verified birth year of the learner recorded in the learner profile or on the learner registration form.



COLLEGE EMIS NUMBER

CAMPUS EMIS NUMBER

2.2	Total headcount student enrolment in <i>REPORT 191</i> at the campus on survey date according to year of birth, gender and programme. EACH STUDENT MUST ONLY BE COUNTED ONCE. (If a student takes subjects in more than one group, indicate that student in the column where he/she takes the most subjects)										Phased out REPORT 191 programmes (self funded)																					
Year of Birth	Gender	N5			N6			Other			Total			NSC			NIC			N1			N2			N3			N4			Age in years
1973	Male																													37		
	Female																															
1972	Male																													38		
	Female																															
1971	Male																													39		
	Female																															
≤1970	Male																													≥40		
	Female																															
Total	Male																															
	Female																															

The totals for 2.1 should equal the totals for 2.2

Note: Age groups must be calculated from the verified birth year of the learner recorded in the learner profile or on the learner registration form.

2.3	GRAND TOTAL headcount student enrolment in NC (V) at the campus on the survey date according to gender and programme. EACH STUDENT MUST ONLY BE COUNTED ONCE.														
Gender	Level 2				Level 3				Level 4				Total		
Male															
Female															
Total															

2.4	Total headcount student enrolment in NC (V) at the campus on the survey date according to year of birth, gender and programme. EACH STUDENT MUST ONLY BE COUNTED ONCE. (If a student takes subjects in more than one group, indicate that student in the column where he/she takes the most subjects)																		
Year of birth	Gender	Level 2				Level 3				Level 4				Total					Age in years
≥1994	Male																≤16		
	Female																		
1993	Male																17		
	Female																		
1992	Male																18		
	Female																		
1991	Male																19		
	Female																		
1990	Male																20		
	Female																		
1989	Male																21		
	Female																		
1988	Male																22		
	Female																		
1987	Male																23		
	Female																		
1986	Male																24		
	Female																		
1985	Male																25		
	Female																		
1984	Male																26		
	Female																		
1983	Male																27		
	Female																		

Note: Age groups must be calculated from the verified birth year of the learner recorded in the learner profile or on the learner registration form.



2.4	Total headcount student enrolment in NC (V) at the campus on the survey date according to year of birth, gender and programme. EACH STUDENT MUST ONLY BE COUNTED ONCE. (If a student takes subjects in more than one group, indicate that student in the column where he/she takes the most subjects)																		
Year of birth	Gender	Level 2				Level 3				Level 4				Total					Age in years
1982	Male																28		
	Female																		
1981	Male																29		
	Female																		
1980	Male																30		
	Female																		
1979	Male																31		
	Female																		
1978	Male																32		
	Female																		
1977	Male																33		
	Female																		
1976	Male																34		
	Female																		
1975	Male																35		
	Female																		
1974	Male																36		
	Female																		
1973	Male																37		
	Female																		
1972	Male																38		
	Female																		
1971	Male																39		
	Female																		
≤1970	Male																40		
	Female																		
Total	Male																		
	Female																		

The totals for 2.3 should equal the totals for 2.4

Note: Age groups must be calculated from the verified birth year of the learner recorded in the learner profile or on the learner registration form.

[illegible]

COLLEGE EMIS NUMBER

CAMPUS EMIS NUMBER

2.6 Total headcount student enrolment in *REPORT 550* at the campus on the survey date according to year of birth, gender and programme. **EACH STUDENT MUST ONLY BE COUNTED ONCE.** (If a student takes subjects in more than one group, indicate that student in the column where he/she takes the most subjects)

Year of birth	Gender	Grade 10				Grade 11				Grade 12				Total		Age in years
≥1994	Male															≤16
	Female															
1993	Male															17
	Female															
1992	Male															18
	Female															
1991	Male															19
	Female															
1990	Male															20
	Female															
1989	Male															21
	Female															
1988	Male															22
	Female															
1987	Male															23
	Female															
1986	Male															24
	Female															
1985	Male															25
	Female															
1984	Male															26
	Female															
1983	Male															27
	Female															
1982	Male															28
	Female															
1981	Male															29
	Female															
1980	Male															30
	Female															
1979	Male															31
	Female															
1978	Male															32
	Female															
1977	Male															33
	Female															
1976	Male															34
	Female															
1975	Male															35
	Female															
1974	Male															36
	Female															
1973	Male															37
	Female															
1972	Male															38
	Female															
1971	Male															39
	Female															

Note: Age groups must be calculated from the verified birth year of the learner recorded in the learner profile or on the learner registration form.



[illegible]

Note: Age groups must be calculated from the verified birth year of the learner recorded in the learner profile or on the learner registration form.

[illegible]

[illegible]

Note: Age groups must be calculated from the verified birth year of the learner recorded in the learner profile or on the learner registration form.

Employment Information	
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NOTE: CS Educators, in terms of resolution 4 and 5 of 2007, include any educator who did not exercise the choice to transfer to be automatically deemed college appointments.

Temporary staff, Staff employed on a limited contract

Permanent staff, Staff employed on a permanent contract

Full-time staff, An employee appointed in a full-time substantive post that works a full week, i.e. 35 to 40 hours per week

Part-time staff, An employee appointed to work fewer hours than a full-time employee, i.e. less than the usual 35 to 40 hour working week.

***Lecturer staff**, Any person, who teaches, educates or trains other persons or who provides professional educational services at any college, and who is appointed in a post on any lecturer establishment under the Act. (Lecture, Senior Lecture, Head of Department)

****Management staff**, The principal and vice-principal of a public college as appointed by the Provincial Department of Education.

*****Support staff**, All other staff who are not Lecturing or Management staff and includes staff who may render, academic support services, student support services, human resource management, financial management, administration, maintenance of the buildings and gardens, catering services, security services registrar and clerks.

PS staff, Public service appointments as appointed by the Public Servants Act. These appointments include support staff (defined above) and management staff.



