



## higher education & training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

### CHIEF DIRECTORATE: NATIONAL EXAMINATIONS AND ASSESSMENT

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TO: CEO's, PRINCIPALS & MANAGERS OF PRIVATE COLLEGES  
CAMPUS MANAGERS OF PRIVATE COLLEGES  
ACADEMIC HEADS OF DEPARTMENTS AND  
EXAMINATION OFFICERS OF PRIVATE COLLEGES

### MEMORANDUM TE 02 OF 2021 – URGENT NOTIFICATION: COLLEGES MAY NOT REGISTER STUDENTS FOR NON-ACCREDITED COURSES OR SUBJECTS

The Directorate: Examinations Management and Monitoring would like to inform all Private Colleges and Examination Centres of the following:

1. **ACCREDITATION:** In order to offer or register students for N1-N6, all Private Colleges must have **separate, valid accreditation** from the Quality Councils: Umalusi for N1-N3 or NC(V); and from QCTO (Quality Council for Trades & Occupations for N4-N6. [Valid accreditation refers to the current dates for which the accreditation is made legal or valid].
2. **SCOPE OF THE ACCREDITATION:** If you have a valid accreditation from Umalusi for N1-N3 – you are entitled to register students and offer the courses and examinations for N1-N3 **only**; and if you have a valid accreditation from QCTO for N4-N6, you are entitled to register students and offer the courses and examinations for N4-N6 **only**. If you have accreditation for **BOTH N1-N3 and N4-N6**, you may offer and register students for the subjects and courses **LISTED** on your accreditation letters/certificate. **You are NOT permitted to offer any courses for which you do not have a valid accreditation.**
3. **REGISTRATION:** Colleges that have a valid accreditation for **N1-N3, must** register their college with **DHET: Private College Directorate** and obtain a registration letter and certificate of Registration with DHET. Colleges accredited to offer N4-N6 subjects or programmes will apply for Registration of their college through the DHET: NEA (National Examinations and Assessments) only and after meeting all requirements will obtain a Registration letter with the Centre number.

4. THE FET ACT 16 OF 2006 – states the following:

**39. Cancellation of registration**

(1) Subject to [section 40](#), the registrar may, on reasonable grounds, cancel any registration or provisional registration in terms of this Act.

5. DEREGISTRATION OF STUDENTS ILLEGALLY REGISTERED: According to the abovementioned Act, the DHET is entitled to deregister the College from the DHET Examinations system if the College does not have a valid Accreditation (with the Quality Councils) and Registration to register students on the DHET Examination system, i.e. if it has not obtained an accreditation or registration for those subjects or programmes, or if its accreditation has **expired**.

This Memorandum therefore notifies all Private Colleges (in advance of the 2021 examinations) that if the Private College indulges in such practice, the following actions will be undertaken by DHET:

- a) If a college that has accreditation from QCTO (N4-N6), but additionally registers students for N1-N3 subjects or programmes for which it is **NOT accredited and vice versa**, this will result in **all** the results being withheld and the results for programmes not accredited being **declared null and void**. The College will be **suspended** from ALL further examinations until a **valid accreditation and registration** of ALL its programmes being offered, is produced.
- b) If a college is found to have NO valid accreditation and still registers their students illegally on the DHET examination system because it still has a Centre number, this will result in **all** student results being **declared null and void** and the College **will be deregistered** from the DHET Examination system for a period as determined by the DHET.



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MRS V TSHETLO  
CHIEF DIRECTOR: NATIONAL EXAMINATIONS & ASSESSMENTS

DATE: 01/02/2021