



## EASTERN CAPE DEPARTMENT OF EDUCATION

### APPLICATION FOR THE EXTENSION OF A GRADE / CURRICULUM

#### A REASON FOR APPLICATION (Indicate with X in the space provided)

GRADE APPLIED FOR:	REASON/S

#### B GENERAL PARTICULARS OF SCHOOL

Name _____		
Area code : _____	Tel. No : _____	Fax No : _____
Street Address : _____ _____		Postal Address : _____ _____
Code _____		Code _____
District : _____		

#### C PRESENT SCHOOL ESTABLISHMENT & STAFF ENROLMENT

PUPIL ENROLMENT	GRADE R	GRADE 1 – 7	GRADE 8-9	GRADE 10 – 12	TOT. ENROLMENT
PRINCIPAL	DEPUTY	H.O.D.'S	EDUCATORS PL1	EDUCATORS PL1	TOTAL
_____	_____	_____	_____	_____	_____

#### D SCHOOL ESTABLISHMENT & PUPIL ENROLMENT FOR THE FOLLOWING YEAR

PUPIL ENROLMENT	GRADE R	GRADE 1 – 7	GRADE 8 – 9	GRADES 10 - 12	TOT. ENROLMENT
PRINCIPAL	DEPUTY	H.O.D.'S	EDUCATORS PL1	EDUCATORS PL1	TOTAL
_____	_____	_____	_____	_____	_____

**E ENROLMENT OF SCHOOL**  
**PRESENT ENROLMENT**  
**ESTIMATED ENROLMENT IN NEXT YEAR**

GR R	GR 1	GR 2	GR 3	GR 4	GR 5	GR 6	GR 7	GR 8	GR 9	GR 10	GR 11	GR 12

**F AMENDMENT OF SCHOOL CURRICULUM**

1	New subjects / grade for which application is made	
2	Name of existing subjects(s) to be replaced (if any)	
3	Motivation for F1 and F2	
4	Staff / personnel: Will you be able to introduce the new subject / grade using existing staff?	YES / NO
	If no, will the School Governing Body pay the teacher's salary?	YES / NO
	Name of the teacher who will be responsible for the grade / subject	
	His / her qualifications	
5	Accommodation: Is adequate accommodation available for the new grades?	YES / NO
	If no, indicate how accommodation will be provided.	
6	Any other information	
PRINCIPAL _____		DATE _____

**G SCHOOL GOVERNING BODY**

The application for the introduction of: _____ _____ at the above mentioned school is supported.
_____ <b>CHAIRPERSON SGB</b> <span style="float: right;">_____</span> <span style="float: right;"><b>DATE</b></span>

**FOR OFFICIAL USE:**

**H EDUCATION DEVELOPMENT OFFICER**

1	I hereby recommended / do not recommend the introduction of _____ _____
2	Motivation _____ _____
3	After having checked the principal's planning of schoolwork, I am convinced that the school will be able to cope with the new introduction YES    NO    _____
4	Is the existing accommodation adequate for the new introduction? YES    NO    _____
_____ <b>EDUCATION DEVELOPMENT OFFICER</b>	
_____ <b>DATE</b>	

**I DISTRICT MANAGER**

Recommended / Not recommended  Comments: _____ _____ _____
_____ <b>DISTRICT MANAGER</b> <span style="float: right;">_____</span> <span style="float: right;"><b>DATE</b></span>

**J HEAD OFFICE**

Recommended / Not recommended Comments : _____ _____	
_____ <b>DIRECTOR :</b>	_____ <b>DATE</b>
Recommended / Not recommended Comments : _____ _____	
_____ <b>CHIEF DIRECTOR:</b>	_____ <b>DATE</b>
Recommended / Not recommended Comments : _____ _____	
_____ <b>DEPUTY DIRECTOR GENERAL</b>	_____ <b>DATE</b>
Approved / Not Approved Comments : _____ _____	
_____ <b>SUPERINTENDENT GENERAL</b> <b>DEPARTMENT OF EDUCATION</b>	_____ <b>DATE</b>