



APPEAL AGAINST SAQA DECISION: RECOGNITION OF FOREIGN QUALIFICATION(S)

The purpose of this form is to lodge an appeal to the South African Qualifications Authority (SAQA) if a qualification holder wants to challenge the outcome of the evaluation of his/her foreign qualification(s).

Kindly note the following:

- ⊕ The appeal can *only* be lodged by the qualification holder. It must be lodged within 60 days from receipt of the evaluation outcome, in accordance with the SAQA Foreign Qualifications Evaluation Appeal Policy.
- ⊕ The SAQA evaluation reference number (YYMMDD0000) must be used as payment reference. If the appeal is upheld, then the appeal fee will be fully refunded.
- ⊕ The form must be completed and submitted together with the necessary substantiating documents and payment to SAQA.
- ⊕ The following must be stated in the space provided:
 - The decision / outcome that is being appealed
 - The grounds for the appeal
 - The relief that is being sought by the applicant
- ⊕ Certificates of Evaluation underlying appeals must be returned to SAQA together with the appeals.

Section 1: General Information

Name of applicant:			
SAQA evaluation reference number:	Y Y M M D D 0 0 0 0	(also use as payment reference)	
Postal address:			
			Postal Code:
Contact details:	Cell phone:		Fax number:
	Landline:		e-Mail:

Section 2: Decision appealed against

<p><u>Decision A:</u> The recognition decision(s) stated on the Certificate of Evaluation in respect of the following qualification(s):</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 	
<p><u>Decision B:</u> The decision not to recognise the following qualification(s):</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 	

Section 3: Grounds for appeal

<p>1. The evidence underlying the <i>level</i> at which the qualification(s) is/are recognised is incomplete, incorrect or irrelevant; or the interpretation thereof is flawed</p>	
<p>2. The facts underlying the decision <i>not</i> to recognise a qualification are incorrect. The incorrect facts pertain to the following finding:</p> <p>2.1 Issuing body not recognised / accredited in national system of education</p> <p>2.2 Issuing body recognised, but not authorised to offer qualification / qualification does not have national status in the country of origin</p> <p>2.3 Documents not authentic (inconsistencies identified)</p> <p>2.4 Award not made to individual (as confirmed by the issuing body)</p>	
<p>3. The <i>process</i> was unfair (please specify)</p>	
<p>4. Other (please specify)</p>	

PLEASE TURN OVER

Section 4: Evidence attached in support of appeal	
Annexure A	
Annexure B	
Annexure C	

Section 5: Relief sought

Section 6: Appeal stage and payment			
Stage 1: Review		Stage 2: Final appeal (only after a Stage 1 outcome)	
Proof of payment enclosed: R1089		Proof of payment enclosed: R1560	

I (*full names*) _____ hereby declare that all the information contained in this form is, to my knowledge, true and correct.

Signed at _____ on this _____ day

of _____ in the year of 20____.

SIGNATURE

Section 6: For SAQA use only

Appeal lodged <i>within 60 days</i> of receipt of outcome	Yes	No
<i>Form</i> completed in full	Yes	No
Proof of <i>payment</i> enclosed	Yes	No
<i>Substantiating documents</i> enclosed	Yes	No
<i>Certificate of Evaluation</i> enclosed, if applicable	Yes	No

Captured on appeal register	y y y y / m m / d d
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Signature of official	
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