

# UPDATED LOCKDOWN APPLICATION PROCEDURE FOR EVALUATION OF FOREIGN QUALIFICATIONS

## Evaluation of Foreign Qualifications:

### IMPORTANT NOTICE

Subsequent to the National Lockdown, SAQA resumed the evaluation of foreign qualifications in May 2020 and prospective applicants must continue to lodge online applications at [www.saga.org.za](http://www.saga.org.za) > [Evaluation of Foreign Qualifications](#) > [Apply for an evaluation](#). Qualification holders must apply for their own evaluations and not use third parties for this purpose.

### Submission of application documents to SAQA

1. The documentation to be uploaded must be in PDF format and include all the following:
  - 1.1 A printout of the system-generated [application form](#), **signed** by the qualification holder;
  - 1.2 A printout of the [consent form](#), **completed in full and signed** by the qualification holder;
  - 1.3 A copy of the [ID document](#) of the qualification holder;
  - 1.4 [Proof of payment](#) of the amount indicated on the application form, which is also a pro forma invoice, showing the online submission number (e.g. 202005135010) as **payment reference**; and
  - 1.5 A **complete set of qualification documents** in line with the document “What must be submitted” that applicant can access on the online application system
2. **No documents need to be certified** as true copies of originals. However, if originals are available applicants must please scan those instead of copies, to [enhance legibility](#).
3. Use the online submission number (e.g. 202005135010) as the **subject line** of the e-mail.

- ✚ SAQA will receive [appeals](#) by courier if the appellant was issued with a hard copy SAQA Certificate of Evaluation. The appellant may send an appeal application to [foreignapplications@saga.org.za](mailto:foreignapplications@saga.org.za) if the appellant was only issued with an electronic SAQA Certificate of Evaluation.
- ✚ When results are ready, SAQA will also inform applicants of the [electronic SAQA Certificate of Evaluation](#) available to them.

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The SAQA walk-in service will remain closed until further notice.