

APPLICATION FOR COMBINATION OF NSC RESULTS

This application can be submitted by e-mail or post.

The following documents must be attached to this application form:

- A CERTIFIED COPY OF THE APPLICANT'S ID DOCUMENT
- STATEMENTS OF RESULTS
- BARCODED UMALUSI CERTIFICATES

DATE OF APPLICATION	D	D	M	M	Y/J	Y/J	Y/J	Y/J
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A. APPLICANT DETAILS

- Please ensure that the personal particulars are exactly the same as on the Umalusi certificates. No changes to personal details will be accepted.

SURNAME													
FULL NAME													
ID NUMBER													
E-MAIL ADDRESS													
CONTACT NUMBER(S)													

B. DETAILS OF THE RESULTS TO BE COMBINED:

- Please ensure that you attach copies of the statements of results as well as the barcoded Umalusi certificates for each of the examination sittings you list below.

Year and month of (NSC) examination	Examination number	School attended/Institution enrolled at	Umalusi Certificate number

C. 2023 FEES

R431.60 (Four hundred and thirty one rand and sixty cents VAT inclusive)

SACAI BANKING DETAILS	ABSA 4082806741 Branch code: 632005 Reference: COMB + Surname (e.g. COMB Smith)
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IMPORTANT: Please do not pay yet!

SACAI will do an initial assessment of the application in order to determine whether the results can indeed be combined. You will be informed via email once this initial assessment is complete and you can do the required payment. SACAI will continue processing the application as soon as proof of payment is received.

I hereby confirm that the information provided on this application form is valid and correct and that I understand that SACAI cannot finalise an application until all requested documentation/information is provided. I also understand that the combined certificate must be collected from SACAI's offices in Pretoria (either by myself or as arranged with a courier).

SIGNATURE OF APPLICANT: _____



PLEASE READ THE FOLLOWING FREQUENTLY ASKED QUESTIONS CAREFULLY BEFORE SUBMITTING:

What does “combination of results” mean?

Combination of results refers to cases where a candidate wrote matric in more than one examination sitting. The candidate thus has two (or more) sets of results that must be combined into one set of results in order to qualify for the National Senior Certificate (NSC) and have a new Umalusi certificate issued.

How do I know if my results can be combined?

As per Umalusi policy, **results cannot be combined if there will be no status change**. In other words, if you already obtained a Bachelor pass during your first examination sitting, your two sets of results cannot be combined as there is no better result than a Bachelor pass. You will therefore have to submit both your certificates whenever applying for employment or further studies.

What is the process to have results combined?

In order to combine results you have to complete the 'Application for Combination of Results' form (available for download from the SACAI website) and submit it to info@sacai.org.za.

The following documents must accompany the application form:

- A certified copy of the candidate's ID document
- Copies of your Statements of Results
- Copies of your barcoded Umalusi certificates (NO combination can be done without these documents)
- Proof of payment

How long does it take for results to be combined / a replacement certificate to be issued?

It takes approximately **12 weeks** for a new certificate to be issued. That is, 12 weeks from the date that all supporting documents were submitted to SACAI.

IMPORTANT: With combination requests it often happens that candidates submit their application forms in the January following their second exam sitting. The problem, however, is that Umalusi matric certificates aren't issued until June/July of the year following your exam sitting. The 8 week processing time therefore applies from the date in June/July when you submit the last of the required documentation to SACAI.

How will I know when & where to get my new certificate?

SACAI will inform you when the new certificate is ready for collection from the SACAI offices in Pretoria.

Kindly note that, for security reasons, certificates must be collected from SACAI. You are welcome to arrange that a courier collects on your behalf if need be. Please inform SACAI of any such arrangement.

My results are in the process of being combined and my university/employer needs proof of my results. Can SACAI supply me with such proof while I wait for the combined results?

SACAI will issue a combination letter upon request. This letter will reflect the results that are being combined and can be submitted to universities/employers together with your two certificates as proof that a new Umalusi certificate will be issued in due course.

What is a 'Statement of Results'?

A Statement of Results document is issued when the results are released by SACAI in January each year. The Statement of Results can be collected from the examination centres candidates wrote at approximately two days after the official (online) release of results. While this document reflects the candidate's results, **it is not a certificate**. It is a temporary document to be used for employment/further studies purposes until it is replaced by the official Umalusi matric certificate which is usually issued by July of the year following your final examinations.

What is a barcoded Umalusi certificate?

Umalusi issues two types of certificates reflecting a candidate's results:

1. National Senior Certificate

Issued when a candidate has passed the NSC and reflects the certification status, i.e. Higher Certificate, Diploma or Bachelor Studies pass.



2. Subject Statement

Should a candidate not have met the requirements for the NSC qualification (thus failed Grade 12), a Subject Statement will be issued. This document only reflects the subjects in which the candidate did meet the minimum requirements.



Both the abovementioned types of certificates are barcoded and must be attached to an application for combination. NO combination can be done without the barcoded Umalusi certificates.

When & where will I get my Umalusi Certificate?

NSC matric certificates are issued by Umalusi and are usually available by July of the year following your final examinations. The certificates are sent to the institutions at which candidates were registered. Candidates must thus approach their school/distance education provider in July of the year following their Grade 12 examinations to arrange to collect the certificate.