



# GAUTENG PROVINCE

EDUCATION  
REPUBLIC OF SOUTH AFRICA

## MEDIA STATEMENT

**To: All Media**

**Att: News Editors**

**For immediate release**

**12 April 2018**

### **Online Applications for 2019 Admissions Open 16 April 2018**

The Gauteng Department of Education will officially open the 2019 Online Application System for Grade 1 and 8 admissions on **Monday, 16 April 2018 at 08:00 am**, and **close at midnight, 28 May 2018**.

Parents must visit [www.gdeadmissions.gov.za](http://www.gdeadmissions.gov.za) to apply. (Parents are urged to use Google Chrome to access the online website, as is it faster than other search engines).

A parent can apply for a maximum of five (5) schools per learner using the following options for **Grade 1**:

1. Home Address
2. Work Address
3. Sibling
4. School of Choice

For **Grade 8**, a parent can apply using the following options:

1. Home Address
2. Work Address
3. Sibling at school (the sibling should not be in Grade 7 or Grade 12 in the current academic year)
4. Previous school
5. School of Choice
6. Schools of Focussed Learning/School of Specialisation.

A parent applying for **Grade 8** can also indicate the current school that the child is attending. This will identify high schools closest to the current primary school that the learner is attending.

An application using home address, work address or sibling at the school will be placed on priority **list A or WA**. The rationale for this is to prioritise applications of learners living closer to the school.

However, using the school of choice option, the applicant will be placed on waiting list **B or WB**. This means the applicant lives or works outside of the feeder zone.

Parents should note that while they can apply at any of the schools with a focus on specialised talent, the learner will however be required to write an aptitude test or be subjected to other pre-selections tests.

Any parent who lacks access to the internet or require face-to-face assistance should visit one of the decentralised application centres or a community library. The Department will operate 65 admissions centres across the 15 education districts.

Alternatively, parents can contact the Department at the following telephone or email address:

**Call Centre** on (011) 355 0000;

**Toll free number** 0800 000 789; or

**Email:** [Gdeinfo@gauteng.gov.za](mailto:Gdeinfo@gauteng.gov.za)

Once the parent has logged on to the online system, they must follow these steps:

**Step 1:** fill in details of the parent.

**Step 2:** fill in the learner details.

**Step 3:** choose a school using any of the options listed above.

Parents and Guardians who will be applying from an internet café or public computer must ensure that they provide THEIR OWN accurate, reliable mobile phone number.

Once an application is successful, the parent will receive an SMS. Parents are then required to submit the following documents within **seven days (7)** to each of the schools.

For Grade 1, the following documents should be submitted to all the schools where applications were made:

- Parents ID document or Legal Guardian ID
- Learner Birth Certificate
- Proof of Home Address or Proof of Work Address
- Clinic/Immunisation Card

For Grade 8, the following documents should be submitted:

- Parents ID Document or Legal Guardian ID
- Learner Birth Certificate
- Proof of home address or Proof of work Address
- Report Card

Upon submission of documents, parents must sign a register to indicate that documents were submitted and receive a confirmation of submission of documents received.

Spaces in Gauteng schools are scarce and some schools are in high demand. For that reason, parents are urged to apply on time. Placement at a school depends on available spaces at a school.

Parents that are enrolling Grade R learners must apply online for Grade 1. Although Grade R is not yet formally part of the schooling system parents are urged to apply.

For all other Grades (Grades 2-7 and Grade 9-11) parents should apply at the school. Parents are urged not to move learners from their current school.

Learners will be re-enrolled in the schools where they are currently at. If a learner is currently in a school parents are urged to ensure that they confirm whether the learner will return between 10 April and 11 May 2018.

Applications for learners with special education needs will be done at the District Office. As such, parents are advised to visit the nearest District office to apply for a learner that requires placement.

The placement of learners will start on **18 July and close on 31 October 2018**. It is important for parents to confirm or decline placement offers within seven days of receiving the offer. This will fast track placement at the relevant schools. Failure to confirm or decline an offer will result in the offer being withdrawn.

The department remains resolute that online application is the way to go. The system has many advantages for parents, schools and the Department.

It is convenient for parents, as they can apply from their PC, mobile smartphones or tablet at any time. This has eliminated queues at some of the schools, thereby saving time for the parents.

Using the online system has made the applications process transparent and fair thus eliminating manipulation and human indiscretions. Parents can check the status of the application by logging on to the system. This means that the Department has a statistical view of data of all applications made.

The system is efficient in handling large volume of applications with 90 994 applications processed at inception in 2017. In addition, the Department can place high volumes of applicants as witnessed last year in which the Department was able to place 90% of all people that applied timeously.

Starting applications on time enables the Department to plan around procurement and delivery of Learning and Teaching Support Material (LTSM) and school furniture. Further, this helps with the provision of educators as well as necessary infrastructure to schools.

The online system has been refined to improve user experience. One of the key refinements is to include self-help tools such as step-by-step guide tutorials. In addition, we have automated the query management system to curtail the turn-around time between lodging a query and receiving a response.

To curb the duplication and multiplication of profiles for one learner, the system now recognises learners based on their ID number.

We appeal to parents to safely keep their SMS's and other communication generated by the online system. That is, profiles created to log on online, list of documents requested as well as offers of placement. Parent must therefore provide their own cell phone number to enable communication with the department.

We will embark on an advocacy campaign to inform parents of the online application process.

We appeal to parents to apply online and apply on time. Once more, we are humbled by the overwhelming positive response from parents and promise to do everything possible to make the experience incident free.

**For more information, contact the Gauteng Department of Education's Spokesperson, Steve Mabona on 072 574 3860.**

**Issued by the Gauteng Department of Education**

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