



**REGISTRATION FORM**

Referral Code **M 4 A 0 1**

**Microsoft4Afrika Scholarship**

**A) Registration for Academic Course**

Name of programme you would like to register for:

Programme Code

Start date of course

(See programme codes below)

Academic Qualifications Description - E-learning	Code	Tick
Higher Certificate in Business Management	D-HCBM	<input type="checkbox"/>
Postgraduate Diploma in Business Management	D-PDM	<input type="checkbox"/>

**Personal Information**

ID number  Mandatory field, ID or Passport Number required.  (see page 3 for alternative ID code)  
 Title  Surname   
 First Name  Gender  **M**  **F** (Tick applicable box)  
 Middle Name(s)   
 Citizenship  Nationality   
 Equity  (see page 3 for equity code) Disability   
 Home Language  (see page 3 for disability code)  
 Highest Education Qualification  Socio-economic status (see page 3 for status code)   
 Special needs or medical requirements

Day time contact number   Mobile    
 Fax number   International dialing code +   
 E-mail address   
 Residential address   Postal address    
 Province  Province   
 Country   
 Code  Code

**Next of Kin**

Full Name  Relationship   
 Day time contact number   Mobile

**Interests**

Interests  Golf handicap (if applicable)



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**Employer Information**

Company	<input type="text"/>	Job Title	<input type="text"/>
Department	<input type="text"/>	Industry	<input type="text"/>
Daytime contact number	<input type="text"/>	Years work experience	<input type="text"/>
International dialing code	+ <input type="text"/>	Tick if unemployed	<input type="checkbox"/>

**Please provide the following with your application**

**Loyalty and Alumni**

**Academic Course**

- 1. Three page Curriculum Vitae
- 2. One page letter of motivation
- 3. Certified copy of ID document
- 4. Certified copy of Highest Qualifications
- 5. Certified copy of statement of results

Would you like to join the Regenesys Loyalty Programme?

- Yes  No

Would you like to become a Regenesys Alumni member?

- Yes  No

**How did you initially hear about Regenesys?**

1. Newspaper Advert <input type="checkbox"/>	2. Exhibition/School Visit <input type="checkbox"/>
3. Magazine Advert <input type="checkbox"/>	4. Online Search <input type="checkbox"/>
5. Outdoor Advertising <input type="checkbox"/>	6. Facebook/Twitter/LinkedIn <input type="checkbox"/>
7. Referral <input type="checkbox"/>	8. Other (Please specify) <input type="text"/>

**REGISTRATION FORM**

**Notification**

We are required to collect information on gender and race for statistical purposes only as required by the South African Department of Education. Regenesys does not discriminate on the basis of gender, age, disability, race, sexual orientation, colour or ethnic origin. Data collected on this form will be entered into our database.

Please ensure that you read the Terms and Conditions. Signing this form indicates that you have read and understood the Terms and conditions.

Regenesys will from time to time communicate via SMS or e-mail. Please tick to indicate if this is acceptable.

I, \_\_\_\_\_ hereby confirm that I have read and accepted the Terms and Conditions (page 4) of Regenesys.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**Disclaimer**

Neither REGENESYS MANAGEMENT (Pty) LTD nor any of its directors, employees or agents will be held liable for accidents, illness, losses or damage to private property of whatever nature, of registered Regenesys learners.

## Codes

Equity Code	Code
Black	BA
Coloured	C
Indian / Asian	I/A
White	WH

Alternative ID Type	Code
SAQA Member	521
Passport No. or Foreign ID No.	527
Driver's Licence	529
Temporary ID Number	531
None	533
Unknown	535
Student Number	537
Work Permit Number	538
Employee Number	539
Birth Certificate Number	540
HRS Registration No.	541
ETQA Record Number	561
Refugee Number	565

Highest Education Qualification	Level
Matric	NQF 4
1st Year (Bachelors Equivalent)	NQF 5
2nd Year (Bachelors Equivalent)	NQF 6
Bachelors Equivalent	NQF 7
Post Grad	NQF 8
Masters Equivalent	NQF 9
Doctoral Equivalent	NQF 10

Disability Status Code	Code
None	N
Sight (even with glasses)	01
Hearing (even with hearing aid)	02
Communication (talking, listening)	03
Physical (moving, standing, grasping)	04
Intellectual (difficulties in learning)	05
Emotional (behavioural or psychological)	06
Multiple	07
Disabled (other)	09

Citizen Resident Status Code	Code
Unknown	U
South Africa	SA
Other	O
Dual (SA plus other)	D
PR Permanent Resident	PR

Socio-economic Status Code	Code
Employed	01
Unemployed - Looking for work	02
Unemployed - Not looking for work	03
Unemployed - Housewife/Homemaker	03
Pensioner/Retired	07
None of the above	10
N/A: Age <15	97
N/A: Institution	98



## BURSARY AND SCHOLARSHIP SCHEME TERMS AND CONDITIONS

1. Regenesys offers an e-learning qualification for either a Postgraduate Diploma in Business Management (PDBM) or a Higher Certificate in Business Management (HCBM), as part of the bursary and scholarship Microsoft 4Africa project.
2. The Postgraduate Diploma in Business Management is an NQF level 8 (120 credits), twelve-month qualification that develops generic management competencies and prepares students for employment in middle management positions.  
The following 6 modules are included in the qualification:
  - a. Postgraduate Diploma in Business Management (PDBM)
    - Organisational Strategy, Planning & Management
    - Human Resources Management
    - Economics
    - Business Ethics & Corporate Governance
    - Financial Management & Management Accounting
    - Fundamentals of Research
3. The HCBM is an NQF level 5 (120 credit), twelve-month qualification that develops generic management competencies and prepares students for employment in junior to middle management positions.  
The following 6 modules are included in the qualification:
  - a. Higher Certificate in Business management (HCBM)
    - Fundamentals of Business & Strategic Management
    - Human Resources Management
    - Project Management
    - Financial Management
    - Principles of Marketing
    - Information & Communication Technology
4. Each module in each of the above qualifications requires the successful completion of an assignment and an examination. The emphasis of the modules assessment is on practical application. Students will be required to address work-based challenges.
5. Microsoft will only pay for modules successfully completed and passed as the first attempt.
6. All Regenesys students are governed by our academic rules and regulations as captured in our Academic Regulations Handbook. Students must read and familiarise themselves with the content of this document, as it covers the procedures for writing and submitting assessments, minimum requirements for passing a module, and regulations to which students will be bound. This can be found on the Regenesys Student Portal under "Guides and Policies" (**online.regenesys.net**).
7. If a student pays for and successfully passes the assignment/examination that was previously failed, Microsoft will resume payment for the subsequent modules.
8. Should a student fail a module they will not be eligible to continue on the Microsoft 4 Africa bursary and scholarship programme. Such a student may choose to enrol in their personal capacity, in which case, any studies will be for their own account and subject to Regenesys' standard term and conditions.
9. Students are required to successfully complete all 6 modules within a year of their commencement of their studies.