

Ref: **CGI-C-A.G**

15 September 2009

Juliet Ramakhetheng
Siyandza Skills Development
20th Floor, Sable Centre
41 De Korte Street
Braamfontein
Johannesburg

Centre no. 848331

Dear Juliet

Re: Application for approval

Having given full consideration to your application, I am pleased to advise you that we are able to grant **Siyandza Skills Development** approval to offer City & Guilds qualifications, the details of which are shown below.

Centre approval

This enables you to register and enter candidates for examinations for qualifications you are approved to offer. Full details of administrative arrangements are provided in the *International Catalogue*, an essential reference document for your examinations secretary.

As an approved centre, you may apply for approval to offer additional City & Guilds qualifications without the need to submit a new *Application for centre approval*. You will just need to complete an individual *Application for qualification approval*.

You have been allocated a unique centre number **848331**. Please quote this number in any communication with City & Guilds.

Qualification approval

City & Guilds Single Subjects

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Period of approval

Centre approval is granted for a period of two years, unless withdrawn earlier. Any qualification or sub-centre approval granted will run concurrently, valid until the expiry date of the main centre approval (2009/08/01 – 2011/08/01). When first granted qualification approval may therefore be for less than the standard two year period. You will then need to reapply. Please also note that City & Guilds undertakes regular reviews of its qualifications to ensure they are relevant to the ever changing global workplace, therefore an individual qualification may be revised or withdrawn. Qualification end dates override an individual centre's original qualification approval dates, but every effort would be made to give as much advanced notice as possible. In each case, re-approval would normally be a desk-based procedure.

Updating approval information



Centre and qualification approvals are granted on the basis of information you have submitted at the time of seeking approval. If at any time there are changes to those details of a nature which in any way may affect your ability to satisfy our approval criteria, you must notify us immediately. Failure to do so may result in withdrawal of approval.

Withdrawal and/or suspension of approval

City & Guilds reserves the right to withdraw or suspend centre and/or qualification approval at any time if the centre fails to comply with the approval criteria or for reasons of debt, malpractice or for any reason that may prejudice the name of City & Guilds.

Use of the City & Guilds logo

Full details on the use of the City & Guilds logo can be found in Appendix 4 of the *Centre guide*. Please forward a written request for the use of the logo to logoapproval@cguilds.co.za.

Finally, a reminder that you must refer to the *Centre guide* for full details of our operational requirements, terms and conditions. It is an essential source of information on delivering City & Guilds qualifications. It will provide ongoing guidance and support for all centre staff involved with the delivery, assessment, examination and quality assurance of our qualifications so please make sure it is accessible at all times.

We wish you and your colleagues every success.

Yours sincerely



Juanita Potgieter
Quality & Excellence Executive
T +27 (0)11 544 4660
F +27 (0)11 484 5469
Email: juanita@cguilds.co.za
www.cityandguilds.com/international

