

**CET COLLEGE MANAGERS RECEIVING SHORT SKILLS TRAINING ON LEADERSHIP OR
FINANCIAL MANAGEMENT PROGRAMME (2022/23)**

Name CET College:		Province:
Confirm if Public CET College: (Yes/NO)	Confirm if TVET has an MoU with INSETA (Yes/No)	

NB: copy of the signed MoU must be attached.

CONTACT DETAILS:

	Full Name & Designation	Contact Number & Email Address	Signature
Programme Coordinator			
Authorized official who will sign the funding contract			

APPLICATION INFORMATION

NB: CET College must apply on behalf of staff.

Staff First Nam(e)	Staff Member Surname	Staff ID Number

It is an offence in terms of the Skills Development Act of 1998 to provide false or misleading information in this Application. Your application will be rejected should false or misleading information be found.

INSETA reserves the right to verify the documented responses.

I,, in my capacity as: of
TVET College declare that the information provided is correct and according to my knowledge, I
have authority to bind the TVET College accordingly. Furthermore, I have satisfied myself to the
extent, nature and regulations governing the proposed Programme from the INSETA
Discretionary Grant Policy and related Guidelines.

Compulsory attachments:

- Fully completed application form (authorised signatory sign off)
- Fully completed learner list/SETMIS BI-Tool spreadsheet
- Compulsory attachments:
 - A signed copy of the CET/INSETA MoU.
 - Certified copy of learner ID.
 - Signed proof of employment (letter/contract etc) for each learner.
 - Approval letter from CET approving each learner to attend course.

For more information or queries in this regard may be emailed to
cetshortskills@inseta.org.za or telephone 011 381 8900