

Application Process for Home Education: 08/2025

1. Visit the following departmental website:

<https://www.education.gov.za/Programmes/HomeEducation.aspx>

- a) On the website you will find Home Education Application Forms for all Provinces, the **Policy on Home Education**, and other relevant material that you may need.
- b) Select the application form relevant to your Province,
- c) The first page of the application form lists the required documents.
- d) Prepare certified copies of all required documents, scan and save them in your computer.
- e) Complete the application form relevant to your province. Follow these instructions to complete the form

- i. Type on the spaces provided and tick the check box to select the applicable information
- ii. **"Please select"** provides you with a list of options to choose from.
- iii. Complete the form correctly
- iv. On the last page of the application form there is a **RESET / SAVE** button.
- v. If you have completed all fields correctly, the **SAVE** button will allow you to save the form in your computer.
- vi. Use the email address on the front page of the form or choose the relevant email from the list below to send the form together with all other required documents.
- vii. **RESET** will clean the form to allow you to complete it for another child, should you apply for more than one.

- f) Parents applying for more than one child must complete separate application forms for individual children (One Application Form per learner).
- g) Follow up with the official to confirm if your email has been received.
- h) Official(s) acknowledge receipt by sending an acknowledgement email to parents.

2. The Provincial Home Education Coordinator/ duly authorised official will contact you to verify the information submitted and provide guidance where necessary if there are challenges with the application.
3. A verification form will be completed to process the application form.
4. A Submission for application is developed and is sent via the protocol:

i. Director

ii. Chief Director

iii. Deputy Director-General

iv. Head of Department (HOD) for the HOD's signature and

v. back to the Office of the Director

5. Parents are informed of the outcome telephonically and a registration letter/ certificate with registration number is issued.

6. Below is the list of email addresses of Home Education Coordinators

Office	Email addresses
Eastern Cape	Mzwandile.Sotyato@ecdoe.gov.za
Free State	N.Mokone@fseducation.gov.za moletaelizabeth057@gmail.com Motlagomangoooo@yahoo.co.za semadbiz998@gmail.com
Gauteng	GDEHomeEducation@gauteng.gov.za Sybil.Mdunge@gauteng.gov.za Kegomoditswe.Ramadiro@gauteng.gov.za
KwaZulu-Natal	Dineo.Motloli@kzndoe.gov.za Sibusiso.Mpethwane@kzndoe.gov.za Sandile.Mbanjwa@kzndoe.gov.za Nosabelo.Shangase@kzndoe.gov.za
Limpopo	schoolaffairslimpopo@gmail.com SetlhakoMI@edu.limpopo.gov.za
Mpumalanga	sakienahmnisi@gmail.com
Northern Cape	<p>Applications should be directed to the following District Officials</p> <p>JohnTaolo Gaetsewe: Mr. D. Disang jtghomeeducation@ncdoe.school.za</p> <p>Frances Baard: Ms N. Gumede fbhomeeducation@ncdoe.school.za</p> <p>ZF Mgcawu: Mr W. Assegai zfmhomeeducation@ncdoe.school.za</p> <p>Namakwa: Ms C. Cupido namhomeeducation@ncdoe.school.za</p> <p>Pixley Ka Seme: Ms L. Mdekazi pkshomeeducation@ncdoe.school.za manukusegotsane@gmail.com</p>
North West	Mlephogole@nwp.gov.za
Western Cape	Deon.louw@westerncape.gov.za

List updated 19 August 2025

How to access the Home Education Registration forms on the website

1. Visit the following departmental website:

<https://www.education.gov.za/Programmes/HomeEducation.aspx>

The link is supposed to take you to the Home Education page.

OR

2. Follow the steps below:

- Go to www.education.gov.za
- In the home page
- Go to INFORMATION
- Then click PARENTS AND GUARDIAN
- Then Click SERVICES
- Then Click HOME EDUCATION
- You will find the Application forms and the relevant information on Home Education..