



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

CHARTERED ACCOUNTANTS ACADEMY (CAA) APPLICATION FORM

WHAT IS THE PURPOSE OF THIS FORM?

To assist the National Treasury in selecting candidates for the Chartered Accountants Academy (CAA)
This form may be used to identify candidates to be interviewed

Since all applicants cannot be interviewed, you need to fill in this form in full and accurately. This will help to process your application fairly.

WHO SHOULD COMPLETE THIS FORM?

Only candidates wishing to apply for the Chartered Accountants Academy (CAA)

ADDITIONAL DOCUMENTS REQUIRED

- Covering/Motivational letter
- Certified copy of the applicant's South African ID
- Full official academic record

NOTES:

This document is not in any way an agreement or commitment

The selection of learners is totally dependent on results obtained and the outcome of the selection process

All applications to reach National Treasury by 30 September 2019

Note: No late applications will be accepted

PART A

State the name of your qualification (current or already completed) in the block below: e.g. Certificate in the Theory of Accounting (CTA) or Post Graduate Diploma in Accounting (PGDA)

Are you a National Treasury/Thuthuka bursary holder? Yes No

PART B: PERSONAL INFORMATION

Name: Surname:

ID Number: Date of birth:

Send completed applications and accompanying documents to: Training Officer, National Treasury, Private Bag X115, Pretoria 0001 or caa@treasury.gov.za by 30 September 2019



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*Gender: Male Female

*Race African White Coloured Indian

Do you have a disability? Yes No

Are you a South African citizen? Yes No

If no, what is your nationality?

Have you ever been convicted of a criminal offence or been dismissed from employment? Yes No

If your profession or occupation requires registration, provide date and particulars of registration.

*For statistical purpose only

PART C: CONTACT DETAILS

Contact numbers:

Cell:

Home/Alternative:

Postal Address:

Email Address:

Alternative Email Address:

PART D: EDUCATIONAL DETAILS (Please complete in full)

HIGH SCHOOL EDUCATION: (Please complete for each qualification you obtained)

Name of School	Highest Grade obtained	Subject	Level



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TERTIARY EDUCATION: (please complete for each qualification obtained or currently busy with and attach academic record. Start with the current studies or most recent completed qualification)

Name of institution	Degree	Major Subjects	Year obtained if completed

PART E: OTHER INFORMATION

MEMBERSHIP OF COMMUNITY OR PROFESSIONAL ORGANISATION

Association/ Organisation	Position	Activities	Duration

WORK EXPERIENCE/VOLUNTEER WORK - Previous work experience (Starting with the most recent)

Company	Start Date	End Date	Position	Reason for leaving



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COMPUTER LITERACY - Please indicate your current level of computer literacy

Level	Basic	Intermediate	Advanced
MS Word			
MS Excel			
MS PowerPoint			
MS Outlook			
Other (please specify)			

REFERENCES - Please provide three referees who can be contacted for reference

Name and Surname	Relation	Telephone number

PART F: MOTIVATION – Please write clearly

What kind of career are you looking for and what actions have you taken towards achieving this?



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List the leadership positions you hold/have held (e.g. Projects you have worked on). What impact have you made in these?

What unique attributes do you have that sets you apart from others? Provide examples on how you display these attributes in your day to day life?

How did you get to know about us? (E.g. Career Fair, University Presentation, Newspaper, Word of Mouth, etc)

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PART G: DECLARATION

- I understand that all the information provided in my application may be followed-up and I authorise the National Treasury to contact any relevant person or institution for relevant references.
- I declare that the above information to my knowledge is true and correct and accept that if it were to be found that I withheld any information, the application will be cancelled immediately.
- I authorise any school / university / employer to provide the National Treasury with relevant information that may be useful in making a decision.

SIGNATURE OF APPLICANT

Date: _____

SIGNATURE OF PARENT/ GUARDIAN - If still a minor

Date: _____

OFFICE USE ONLY

Captured Date

Comments

Interview _____ Regret

Other

Signature Date