



**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

- Grade 12 certificate
- 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 06 October 2023**

**Note: Late applications will not 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 Equivalent qualification.

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

### PART B: PERSONAL INFORMATION

Name:  Surname:

ID Number:  Date of birth:



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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:

Residential  
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 and Province	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 the institution	Degree/Qualification	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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## CHARTERED ACCOUNTANTS ACADEMY (CAA) APPLICATION FORM

**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	Organisation and 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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## CHARTERED ACCOUNTANTS ACADEMY (CAA) APPLICATION FORM

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