# Non-Compliance report

Learner Information

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| --- | --- | --- | --- |
| **Last Name** |  | **First Name** |  |
| **ID Number** |  | **Email Address** |  |
| **Course Name** |  | **Course Date** |  |
| **Course Number** |  | **Report Date** |  |

## Reason for Non-Compliance

|  |  |  |  |
| --- | --- | --- | --- |
| **Document/Item** |  | **Document/Item** |  |
| Learner Information not completed |  | Declaration of Authenticity not completed |  |
| ID Document Not inserted/Certified  CV / Learner Demographics |  | Declarations not completed (Learner Declaration; Learner Preparation; DoA; Special Needs; POPI; Readiness for Assessment; Change of address |  |
| Highest Relevant Qualifications/SoR not inserted/Certified (Assessor SoR only for Moderator and Design Learning Material) |  | Declaration not signed |  |

### Feedback

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| **Text  Description automatically generated with medium confidence** | *Please remember that we cannot submit your portfolio for moderation or verification without all documents completed and sent back to us as mentioned above.* |

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| --- | --- | --- | --- |
| **ASSESSOR** | | | |
| Last Name |  | First Name |  |
| Signature |  | Reg. No. |  |
| Date |  |