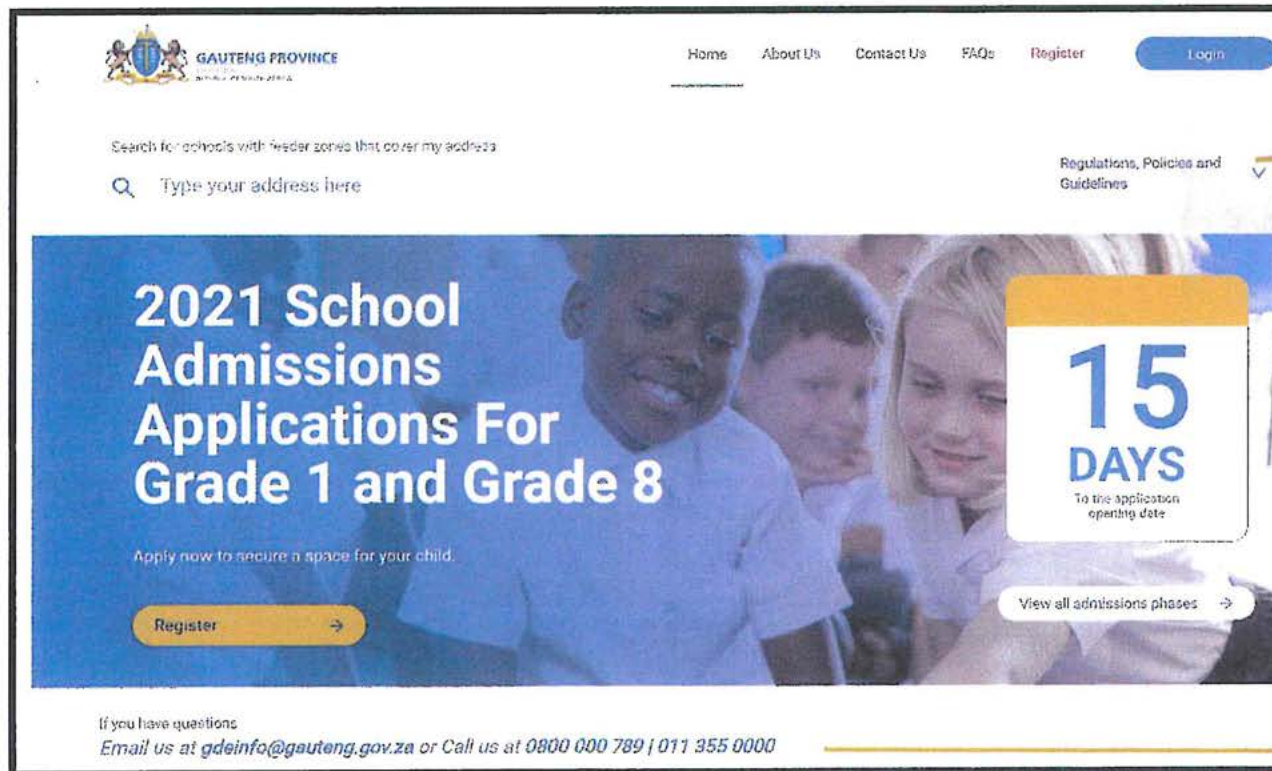# ACCESSING THE PORTAL

1. To access the GDE Admissions **Training** Portal, enter the following url on any web browser
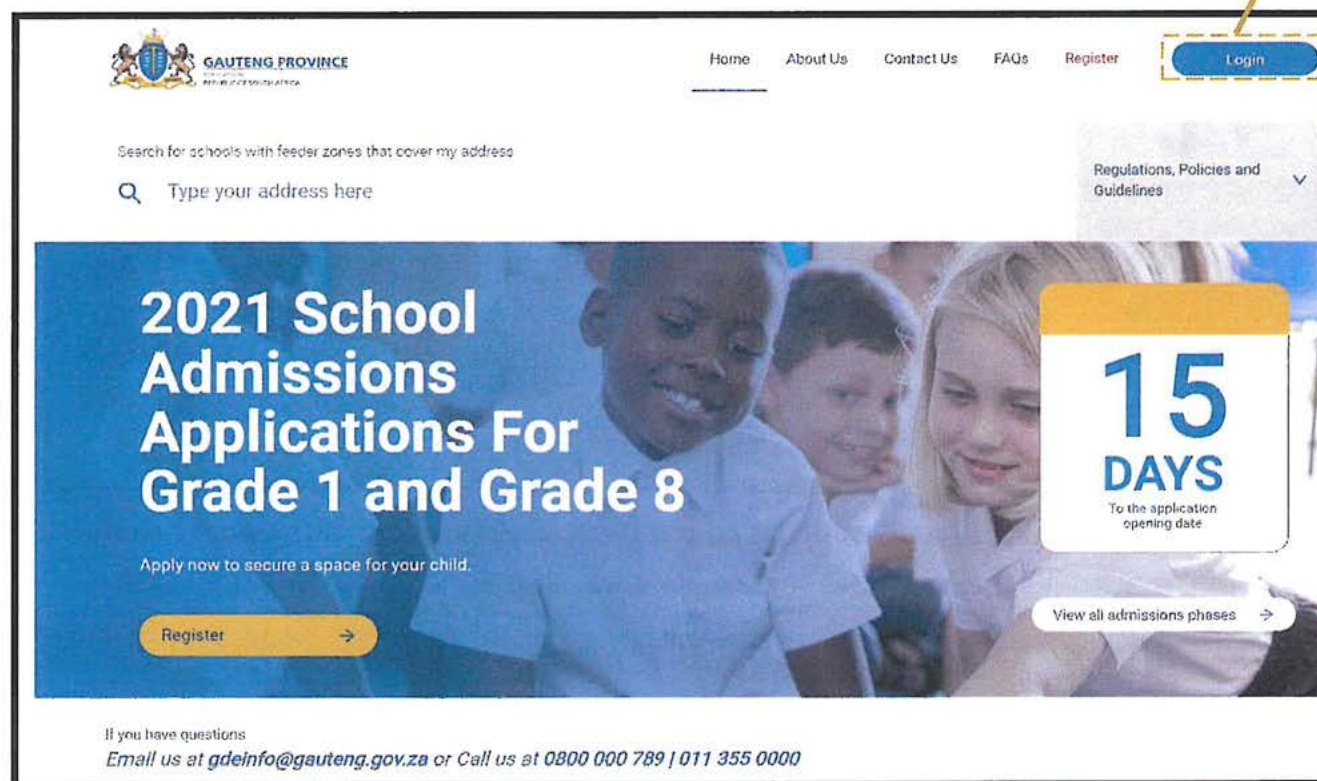www.gdeadmissions.gov.za you will then be directed to the screen below.

Click here to view Admission Regulations, Policies and Guidelines

For any application questions and assistance, the Helpdesk can be contacted by email or telephone.

LOGIN / REGISTER

2. To begin the Application process, Parents can "Register" an account by clicking on the Register options on the landing page:

If you have already registered an account on the Portal you can select the Login option to complete your details as Illustrated below:

GAUTENG PROVINCE

Home   About Us   Contact Us   FAQs   Register   Login

Search for schools with feeder zones that cover my address

Type your address here

Regulations, Policies and Guidelines

2021 School Admissions Applications For Grade 1 and Grade 8

Apply now to secure a space for your child.

Register

15 DAYS
To the application opening date

View all admissions phases →

If you have questions
Email us at *gdeinfo@gauteng.gov.za* or Call us at *0800 000 789 | 011 355 0000*

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Parent Login

Provide your login credentials and submit to access your account.

Sign In

Back to Home

Don't have an account yet? Register to create it

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REPUBLIC OF SOUTH AFRICA

STEP 1: PARENT REGISTRATION

3. Complete the Parent Registration form with your personal details: Nationality / Citizenship and Document Status

Nationality/Citizenship
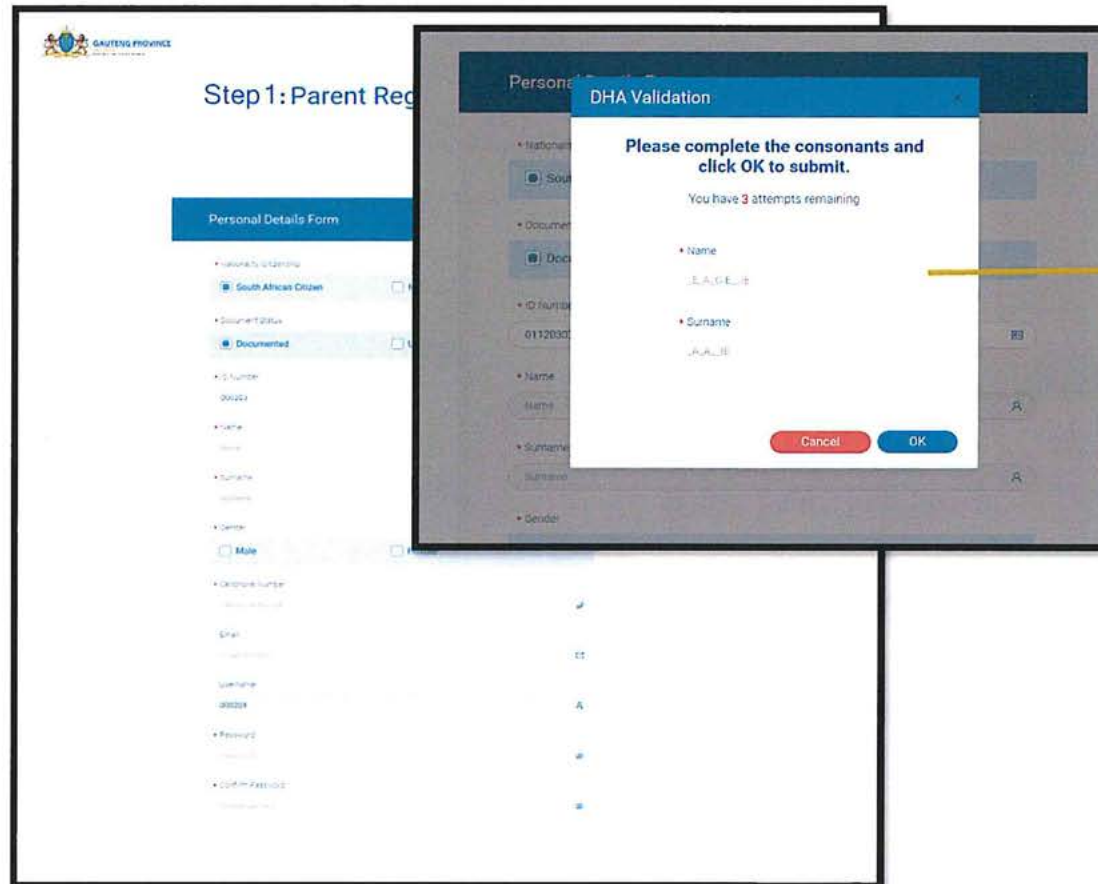
Select the Nationality/Citizen and Document combination that is applicable.

Non-South African Applicants have the option of registering through the below alternative identifications:

- Passport number
- Permanent Residence
- Asylum Seeker number
- Refugee number
- Study Permit and,
- Work Permit

STEP 1: PARENT REGISTRATION

4. Complete the Parent Registration form with your personal details.
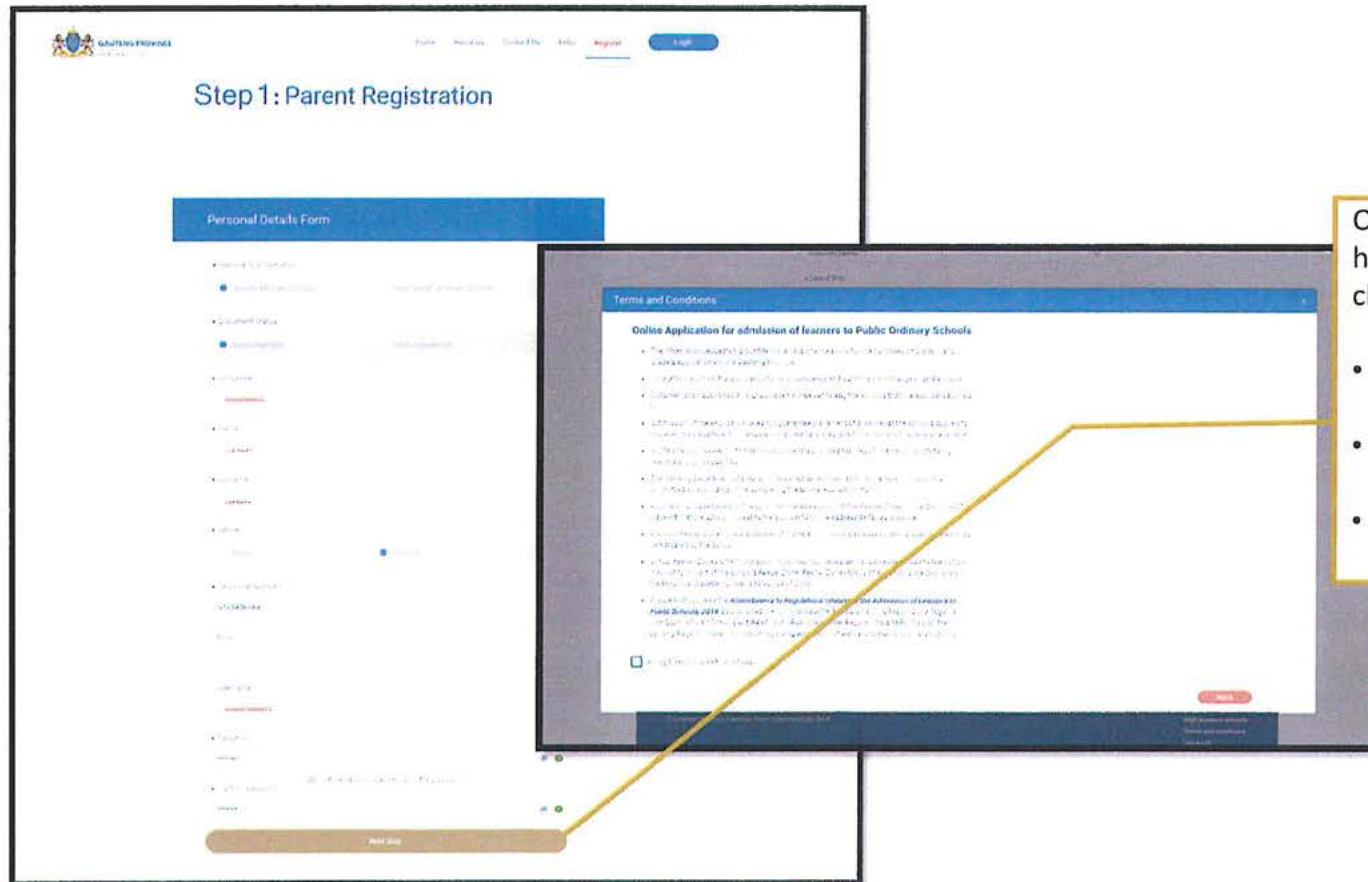
Complete the ID field to allow for a validation of your ID Number with Home Affairs.

The Validation will require that you fill in all the consonants of your name and surname as it appears on you ID document.

Users have 3 attempts to complete this correctly.

STEP 1: PARENT REGISTRATION

5. Complete the Parent Registration and Accept Terms and Conditions

Once all compulsory (*) fields have been completed, you can click on the "Next Step" button.

- This will trigger the Terms & Conditions dialogue.
- Select the "Accept Terms and Conditions" box
- Click OK to proceed to the Application Landing Page

STEP 1: PARENT REGISTRATION - ADDRESS DETAILS

6. Complete the Home Address details

Step 1: Parent Registration

Home Address

* Search for home address

Pretoria, 0081, South Africa

Can't find your home address? Click here

Submit

Home Address

* What type of area do you live in?

☑ Suburb/Township   ☐ Informal Settlement
☐ Plot/Farm/Rural Area

* What type of residence do you live in?

☑ Free Standing House   ☐ Complex or Building/Flat

* House Number

House Number   ?

* Street Name

Street Name   ?

* Area/Suburb/Township/Extension

Area/Suburb/Township/Extension   🔍

Go Back To Search

Complete your Home Address details (make sure that the Home Address has a house number, street name, and area/suburb/township/extension)

Cannot find your address?

Should you not be able to locate your address Click the "Can't find home address? Click here option for an advanced search at a levels of:

- Area you live in
- Type of residence you live in
- Area/Suburb/Township/Extension
- Closest formal address

STEP 1: PARENT REGISTRATION - ADDRESS DETAILS

7. Complete the Work Address details

Step 1:Parent Registration

Work Address

You should only enter your work address if you plan to apply to schools which cover your work address in their feeder zones.

Do you intend to apply at schools close to your place of work?

☑ Yes   ☐ No

* Search for work address

123klaar Blommestein Street, Quellerie Park, Krugersdorp, Gauteng, South Africa   🔍

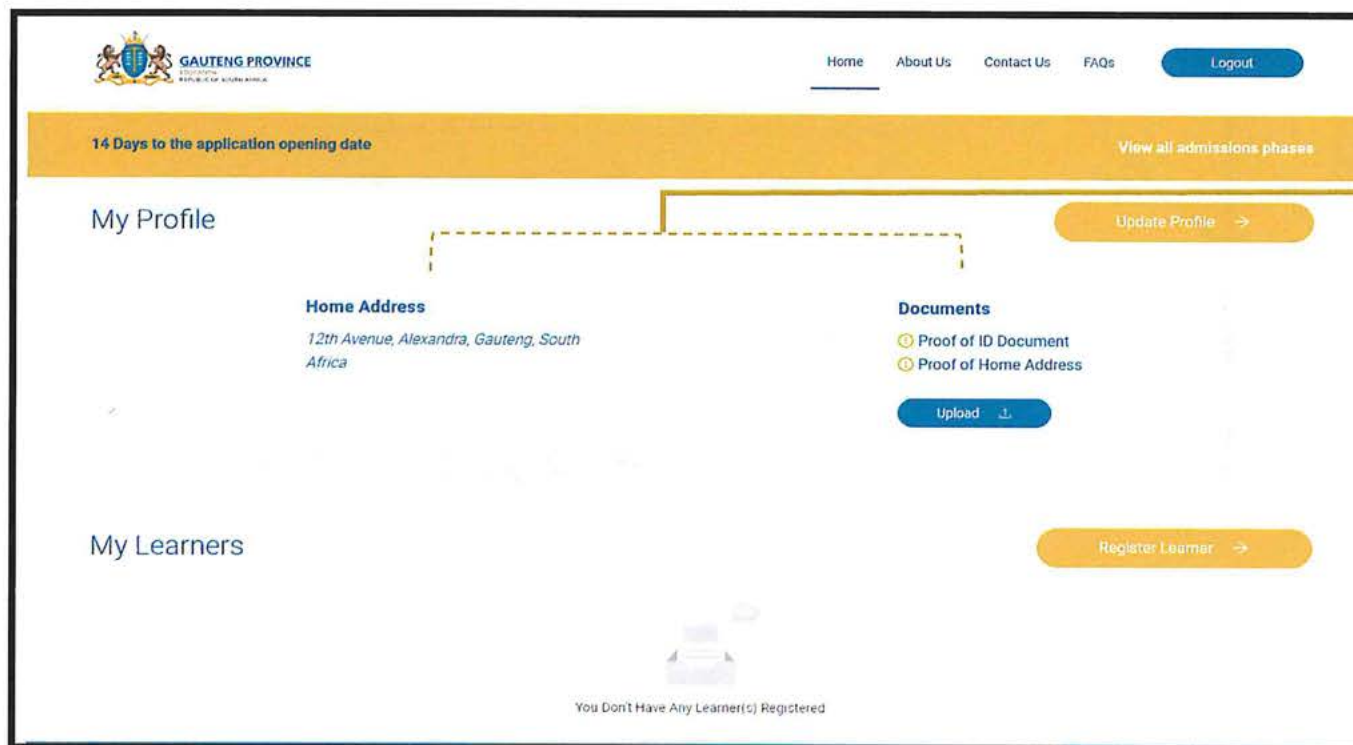Can't find your work address? Click here

Submit

Complete your Work Address details (ONLY if you are going to use the Work Address Application Option to apply to a school)

- Note: **Select Yes if you intend to apply at schools close to your place of work.**

- There is also a **Can't find Address** search option for the Work Address

- **Click the submit button to proceed to Learner Registration**

STEP 2: LEARNER REGISTRATION

8. Registering a Learner

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Home   About Us   Contact Us   FAQs   Logout

14 Days to the application opening date   View all admissions phases

My Profile   Update Profile →

Home Address   **Documents**
12th Avenue, Alexandra, Gauteng, South   ⊙ Proof of ID Document
Africa   ⊙ Proof of Home Address

Upload ⤓

My Learners   Register Learner →

You Don't Have Any Learner(s) Registered

The Application Profile page has a "My Profile" section providing:
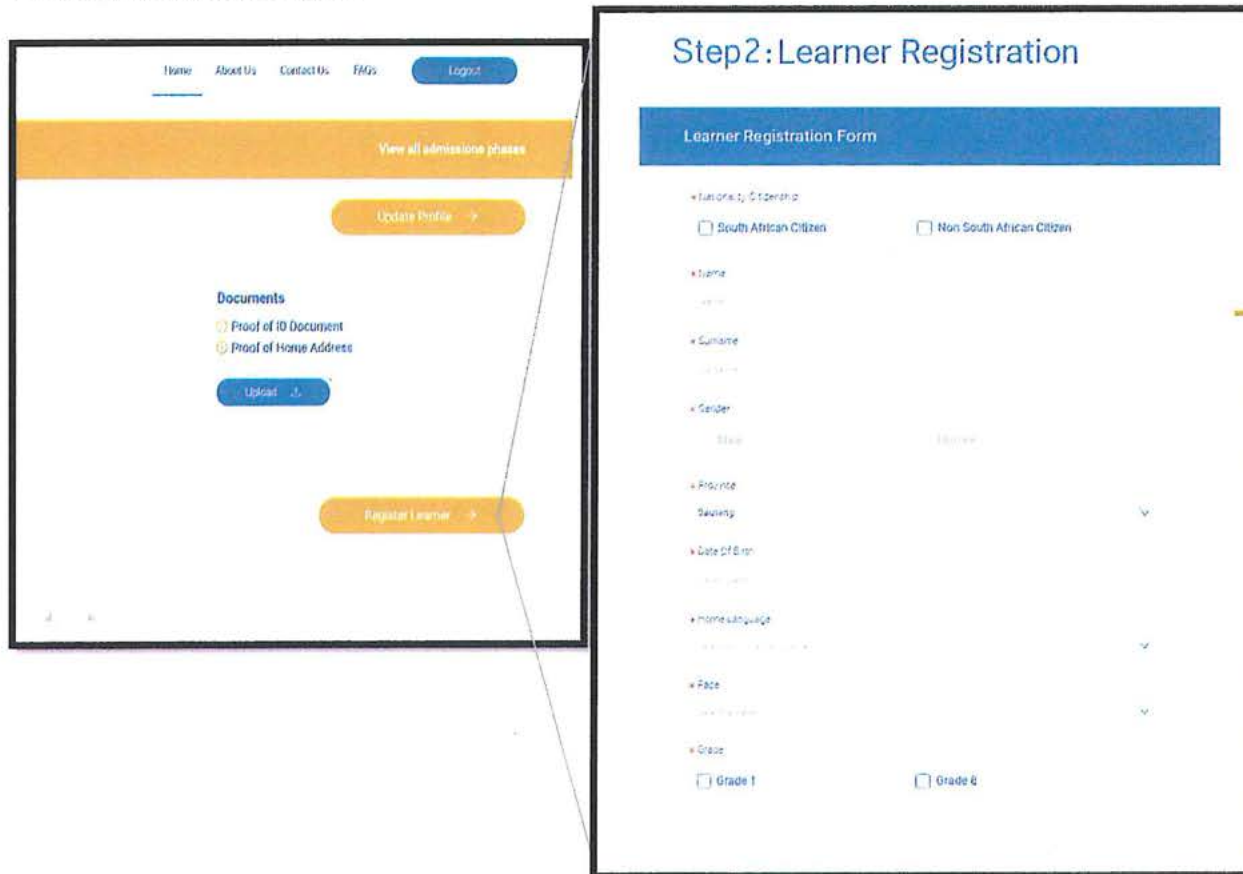
- The Home Address Details as captured in Registration and the work address (Where a work address is within feeder zone)

- Access to document **uploads** applicable to the Registration completed.

The "My Learners" section provides a summary of learner details as registered and the option to apply for schools

Application profile page is the starting point for registering learners

STEP 2: LEARNER REGISTRATION

9. Registering a Learner

Step2: Learner Registration

Learner Registration Form

* Nationality/Citizenship
  - ☐ South African Citizen   ☐ Non South African Citizen

* Name

* Surname

* Gender

* Province
  - Gauteng

* Date Of Birth

* Home Language

* Race

* Grade
  - ☐ Grade 1   ☐ Grade 8

Click **Register Learner** button to access the Learner Registration Form and complete the form as with Parent Registration

- Complete all compulsory (*) fields of the form.

STEP 2: LEARNER REGISTRATION

10. Registering a Learner

Step2: Learner Registration

Learner Registration Form

* Nationality/Citizenship
  ☐ South African Citizen   ☐ Non South African

* Name
  Name

* Surname
  Surname

* Gender
  ☐ Male   ☐ Female

* Province
  Gauteng

* Date Of Birth
  Select Date

* Home Language
  Select a Home Language

* Race
  Select a Race

* Grade
  ☐ Grade 1   ☐ Grade 8

---

* Grade
  ◉ Grade 1   ☐ Grade 8

* Preferred Language of Teaching
  Select Preferred Language of Teaching

* Is the learner in Grade R or an Early Childhood Development (ECD) program
  ◉ Yes   ☐ No

* Is the institution in Gauteng
  ◉ Yes

* Institution Name
  Institution Name

* Suburb/Township
  Suburb/Township

---

* Grade
  ☐ Grade 1   ◉ Grade 8

* Preferred Language of Teaching
  English

* Is The Current School in Gauteng
  ◉ Yes   ☐ No

* Is The Current School a Public or Private
  ☐ Private   ◉ Public

* Current School
  Parktown Boys High School, Parktown, Johannesburg

  Register Learner

Complete all compulsory (*) fields of the form.

Grade 1: Once you select the Grade 1 option, you will also need to specify whether the learner is in Grade R or in an ECD Programme.
If so, you will need to also specify the name and location of the institute.

Grade 8: Once you select the Grade 8 option, you will also need to specify whether the learner's current school is in Gauteng and provide the name of the learner's current school

If so, you will need to also specify whether the learner's current school is a Private or Public school.

Once all fields are complete click the Register Learner button.

STEP 3: APPLY TO SCHOOLS
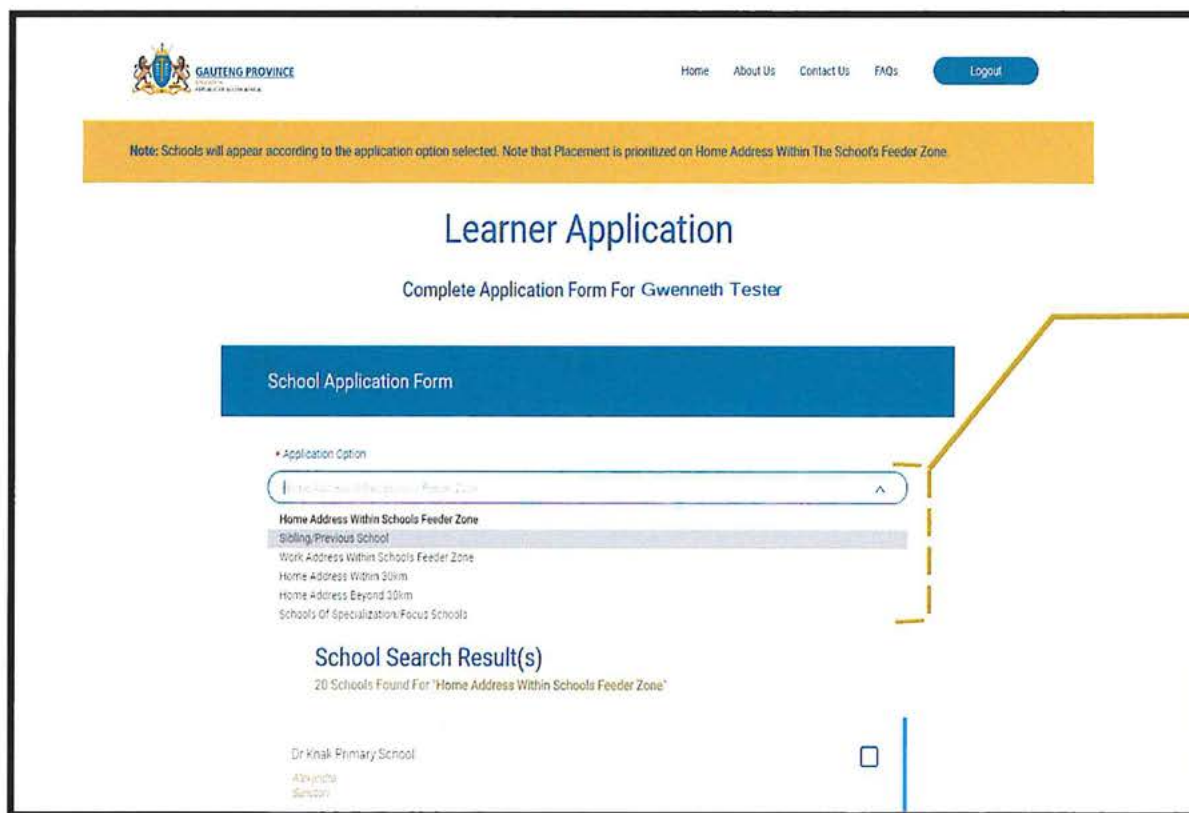
11. Apply to Schools

Click Apply to make an Application

STEP 3: APPLY TO SCHOOLS

12. School Application Option: Home Address within Feeder Zone

Selecting the Apply button will direct you to the Learner Application page.

There are six Application Options in the Drop down:

1. **Home Address within the Schools Feeder Zone**

2. Sibling/Previous Schools

3. Work Address within Schools Feeder Zone

4. Home Address within 30km

5. Home Address Beyond 30km

6. Schools of Specialization/Focus Schools

Note that Placement is prioritized on Home Address within Feeder Zone

You can select a maximum of 3 Schools at the same time when using the *Home* Application Option

STEP 3: APPLY TO SCHOOLS

13. Application Options: Sibling/Previous School

Complete Application Form For LUFUNO MORARE

School Application Form

* Application Option

Sibling/Previous School

Would you like to add a sibling?

☑ Yes   ☐ No

Sibling Name

Sibling name

Sibling Surname

Sibling Surname

Sibling Grade

7

Note That You Cannot Use the Sibling Application Option to Apply to A School Where the Sibling Is Currently in Grade 7 Or Grade 12

sibling school

The Sibling/Previous School application option:

- **Note that you cannot use the sibling application option where the Sibling is currently in Grade 7 or Grade 12**

- **Note that the Previous School option is only applicable to Grade 8 applicants.**

You can only select a maximum of 2 Schools for Previous School application option and 1 School for Sibling application option

Once all fields are completed correctly click Apply to complete the Learner Application

STEP 3: APPLY TO SCHOOLS

14. Application Option: Work Address within School Feeder Zone

School Application Form

* Application Option

Work Address Within Schools Feeder Zone ⌄

* School Name

Search School Name

School Search Result(s)
20 Schools Found For 'Work Address Within Schools Feeder Zone'

Dr Knak Primary School
*Alexandra
Sandton*
Distance: 0.37 Km ☐

Ithute Primary School
*Alexandra
Sandton*
Distance: 0.38 Km ☐

Ekukhanyisweni Primary School
*Alexandra
Sandton*
Distance: 0.76 Km ☐

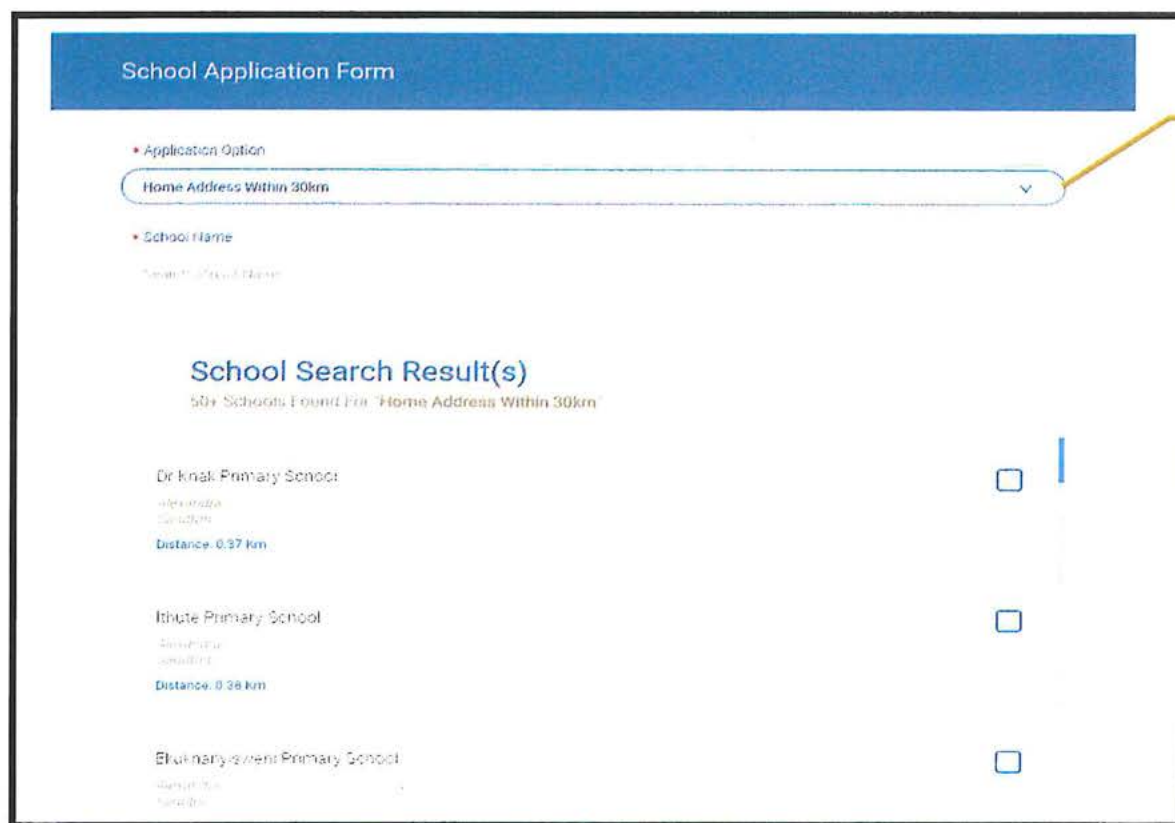The Work Address within Schools Feeder Zone application option:

- **Applies to applications made to schools close to your place of work.**

- This means that a work address would have been included in the Parent Registration

You can only select a 1 School for the Work Address within Schools Feeder Zone application option.

Once all fields are completed correctly click Apply to complete the Learner Application

STEP 3: APPLY TO SCHOOLS

15. Application Option: Home Address within 30km

The Home Address within 30km application option:

- **You can use the Home Address Application option to apply to a school with a feeder zone that does not cover your home address, but is within 30 km radius**

You can only select 1 School for the Home Address within 30km application option.

Once all fields are completed correctly click Apply to complete the Learner Application.

STEP 3: APPLY TO SCHOOLS

16. Application Option: Home Address beyond 30km

School Application Form

* Application Option

Home Address Beyond 30km ⌄

* School Name

Search School Name

School Search Result(s)
50+ Schools Found For "Home Address Beyond 30km"

Basani Primary School ☐
Chiawelo
Soweto
Distance: 31 Km

Laerskool Kommando ☐
Brakpan
Brakpan
Distance: 31 Km

Ikemeleng Primary School ☐
Naledi
Soweto
Distance: 31 Km
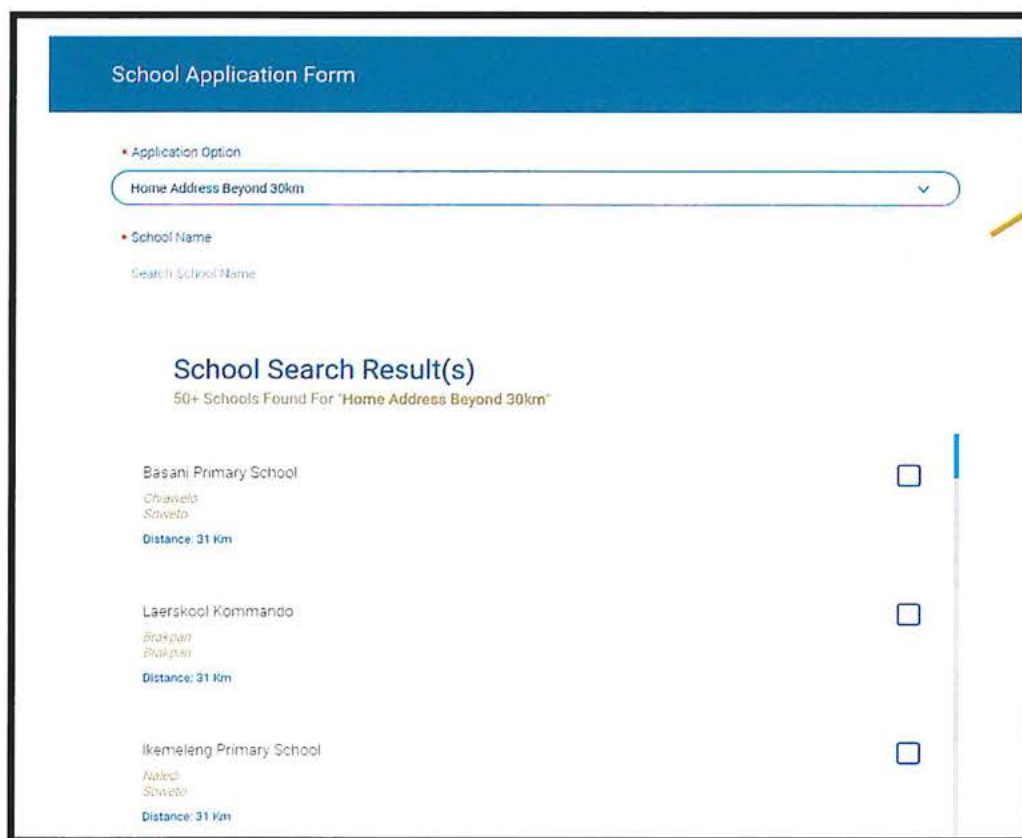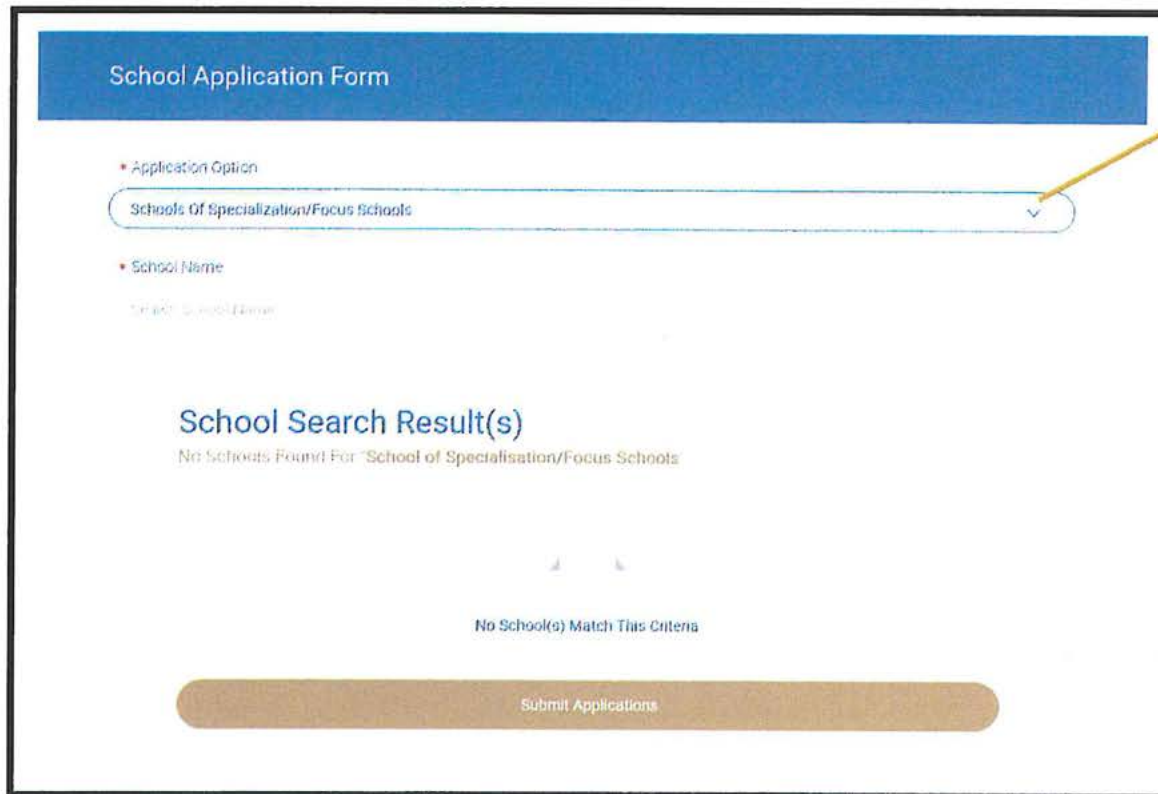
The Home Address beyond 30km application option:

- **You can use the Home Address Application option to apply to a school with a feeder zone that does not cover your home address, but is beyond 30 km radius**

You can only select a 1 School for the Home Address beyond 30km application option.

Once all fields are completed correctly click Apply to complete the Learner Application.

STEP 3: APPLY TO SCHOOLS

17. Application Option: Schools of Specialization/Focus Schools

School Application Form

* Application Option

Schools Of Specialization/Focus Schools

* School Name

School Name

School Search Result(s)

No Schools Found For "School of Specialisation/Focus Schools

No School(s) Match This Criteria

Submit Applications

The Schools of Specialization/Focus Schools application option:

You can only select 1 School of Specialization/Focus Schools at a time.

Once all fields are completed correctly click Apply to complete the Learner Application.

Contact the **School of Specialization/Focus Schools** to enquire about the dates for the Admissions Tests / Auditions

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APPLICATION COMPLETED

18. Submission Confirmation Message
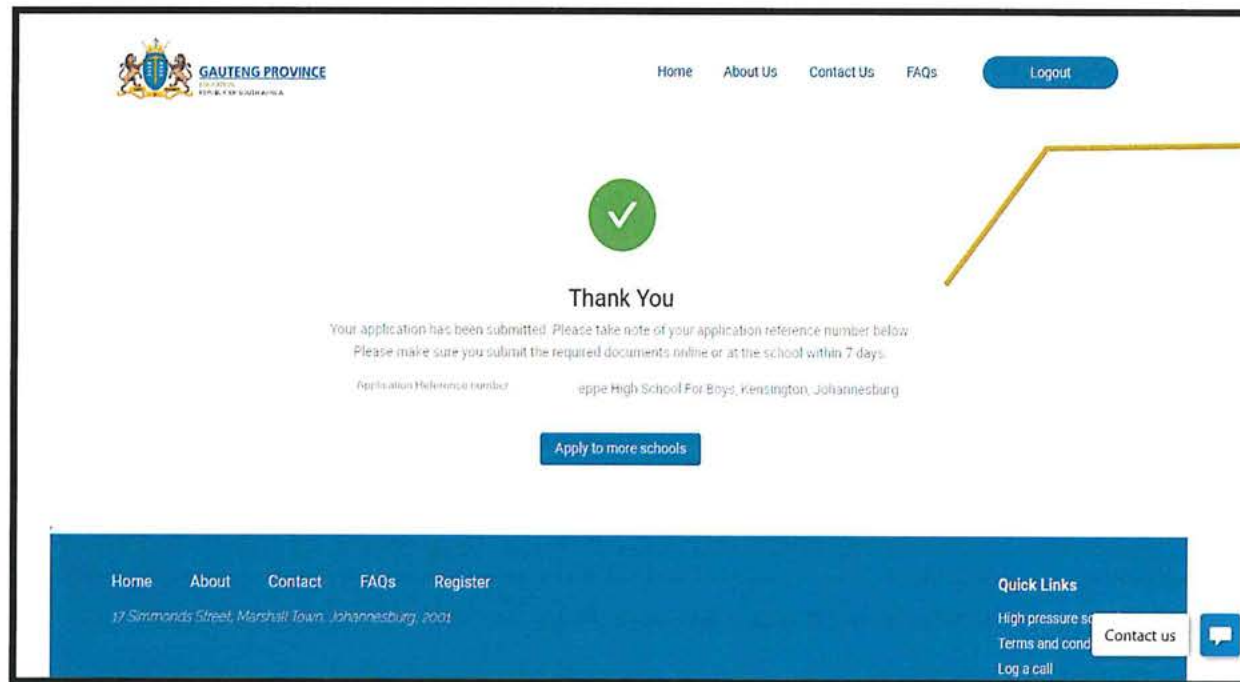
Upon application submission a Thank you confirmation note is displayed with the Reference No. for with the learner application.

- The user has the option to apply to more schools

- **NOTE: A maximum of 5 schools can be applied to for one learner**

- **1 or 2 parents can apply for the same learner a maximum of 5 schools collectively**