

Operational procedures of Auxilio

- Gr R - 6 is not developed by Auxilio currently, but we are considering developing these grades in future.
- Gr 7 – 9: We only supply the SBA material (tasks, tests and exams needed for the learner's portfolio). Up to Gr 9 parents are responsible for everything, from helping their child to understand the work, to proper exam conditions for writing the formal exams, and the marking of all the tests and tasks. If the parent then wants a formal progress report, they must courier the marked work to Auxilio (Always keep a copy/scan of the learner's work). Auxilio will moderate the work (see fee structure) and issue a progress report. However, a learner only needs a formal progress report at the end of each phase, which is Gr 3, 6 and 9, for the other grades only a Portfolio of Evidence is required.
- Up to Gr 9 parents must also register their child annually at the Department of Education as a Home School pupil. The relevant forms are available on their website. Always insist on proof from the Department that the registration form has been submitted.
- Gr 10 – 12 FET phase is an out-of-school qualification and this is no longer Home schooling. The learner registers for Distance Education with Auxilio. All tasks, tests and exams will be supplied, assessed and moderated by Auxilio (Always keep a copy/scan of the learner's work). Auxilio will register the learner with an assessment body (SACAI) for the 3-year NSC qualification. There is no need to register at the Department of Education during the FET phase.
- Auxilio has qualified people in all the subjects we offer to ensure a quality CAPS aligned product.
- Auxilio is affiliated with Assessment Centres across the country. They are responsible for the assessment process during the FET phase. They are also able to assist parents with tutoring and assessment in other phases.
- General information regarding the 2018 SBA will be included in all SBA's, please familiarize yourself with our procedures.
- See – Exam writing procedures policy – regarding procedures during examinations.
- Parents are responsible to buy their own text books; this fee is excluded from the Auxilio fee. We strongly advise parents to buy text books before the end of the current year. There is a huge demand for text books at the beginning of each year.
- Parents may make use of any tutor of their choice.
- From 2018 Auxilio will despatch SBA's electronically. Contact Auxilio directly should you encounter any difficulties