

## **SAQA verification process**

**(this is a crucial document for obtaining employment abroad)**

For teachers to get an employment visa to teach in the Middle East, their teaching qualification has to be verified by SAQA (South African Qualifications Authority).

This is step 1 in the process of getting your qualifications authenticated and without it, your qualification can not be authenticated by DIRCO or attested at the relevant embassy.

SAQA's verification process can take up to a few months, so it is best to start your application now to avoid delays with your employment visa later on, should SA-Recruitment be successful in finding you a teaching placement abroad.

### **The process:**

- You need to send SAQA an email to: [verificationsletter@saqa.co.za](mailto:verificationsletter@saqa.co.za)
- Put "Verification Letter quotation" in the subject line of your email.
- Include your full name, ID number and mention your qualification/s and university name. If you have two qualifications (i.e. BA and PGCE), both would need to be verified.
- SAQA will then contact you directly with further instructions as well as the payment method.
- The cost per document is around R600 but SAQA will send you a detailed quote.
- Once the process is complete, SAQA will send you a verification letter for your qualification/s which will be required for the authentication process.

*\*please note that getting your SAQA verification letter does not guarantee you a teaching position abroad nor can SA-Recruitment guarantee that they will find you a suitable teaching placement, we simply recommend doing this now to avoid potential delays should we successfully secure you a teaching position\**