Dear Award Leaders

Hope you all had a great weekend.

Please note that the Award programme has grown significantly in recent times and therefore puts a lot of pressure on us in terms of addressing your queries promptly.   In light of this we’ve decided to manage our time as follows:

**Mondays, Tuesdays and Wednesdays are dedicated to site (unit) visits/external presentations.**

**Thursdays are dedicated to addressing queries raised by Award Leaders and participants.**

**Fridays are dedicated to addressing queries raised by parents and/or participants.**

         **Enrolments and new assessments must be dropped off on Thursdays and Fridays, this includes Record book(s), portfolio(s) and award(s) collections as well.**

         **Record Books will be issued a week after receipt of enrolment form.**

         **You are welcome to scan and email us an enrolment form, as well as proof of payment.**

         **The turn-around time for Bronze and Silver assessments is 2 - 4 weeks and for Gold assessments is 4 – 6 weeks from date of receipt by our office, unless stated otherwise.**

Regards

Nkagare Makhudu

**PROGRAMME MANAGER: LEARNING 4 LIFE (GP)**

Will you be our next champion?  [***Click here to donate***](http://www.givengain.com/cause/5692/) it will make a difference…

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Postal Address:** The President’s Award for Youth Empowerment, PO Box 413191, Craighall, 2024, South Africa

**Physical Address**: St. Andrews School for Girls, St. Andrews Ave, Senderwood, South Africa

**Contact details**:**Tel:**+2711 453 9408 **Fax:** +2711 453 1112 **Cell:** +2782 786 4292

**Website:** [**www.presidentsaward.co.za**](http://www.presidentsaward.co.za/)    **Facebook:** [**http://www.facebook.com/ThePresidentsAwardSA**](http://www.facebook.com/ThePresidentsAwardSA)