



ASSESSMENT & EXAMINATIONS DIRECTORATE

Bundy Park, Schornville, KWT, *Private Bag 4571* KWT * 5600
REPUBLIC OF SOUTH AFRICA, Website: www.ecdoe.gov.za
E-mail: lodie.duplessis@edu.ecprov.gov.za

Ref. No. 13/P

Tel.: (043) 604 7730

Enquiries: Mr. du Plessis

Fax: 0867424338

ASSESSMENT INSTRUCTION 02 of 2015

**TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
EDUCATION DEVELOPMENT OFFICERS
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF PUBLIC AND INDEPENDENT SCHOOLS (GRADE 12) AND
AET L4 CENTRES
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 02 JANUARY 2015

**RE-MARKING, RE-CHECKING AND VIEWING OF EXAMINATION SCRIPTS:
2014 NOVEMBER/DECEMBER NATIONAL SENIOR CERTIFICATION (NSC) AND ADULT
EDUCATION AND TRAINING (AET) L4 EXAMINATIONS**

1. Candidates who wish to have their scripts for 2014 November/December National Senior Certificate (NSC) and Adult Education and Training (AET) L4 Examinations re-marked or, re-checked should complete the attached application form and submit it to the **District Office** not later than **21 January 2015**. (**ANNEXURE A- NSC** and **ANNEXURE B- AET L4**).
2. A script may only be viewed if it has been remarked or rechecked.
3. Closing date for applications for viewing of script is 7 days after the release of re-mark or re- check results.
4. The following fees will apply:

RE-MARKING	R80 per subject
RE-CHECKING	R18 per subject
VIEWING	R160 per subject

5. **Candidates from schools that are categorised as 'no-fee schools' will not be expected to pay for re-marking, re-checking and viewing of scripts. A letter from the Principal of the school confirming the status of the school as a 'no-fee' school should be attached to the candidate's application form. Candidates that are exempted from paying school fees will also not pay for re-marking, re-checking and viewing.**
6. **One application form** per candidate must be completed for all subjects to be re-marked or re-checked
7. A separate application form must be completed for viewing after the release of the re-mark or re-check results. **NB: Closing date for submission of Applications for viewing is 7 days after the release of the re-mark or re-check results.**
8. Payment of the fee must be made to the payment section of the District Office.
9. The **ORIGINAL RECEIPT** should be attached to the application form.
10. Applicants must keep a copy of the receipt in case of queries.
11. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE UNDER ANY CIRCUMSTANCES.**
12. If, as a result of the re-marking, re-checking or viewing process there is an improvement in the result for a subject, the relevant fee will be refunded.
This will be done on receipt of a written request sent directly to the District Office where the application was made and receipt was issued. In this regard the applicant will be expected to furnish his/her bank details for refund purposes.
13. All application forms and payments must go through the District Office. No application form will be accepted from a candidate or any person or official at the Provincial Office.
14. **Capturing of application forms for re-mark and re-check will be done by Districts. All applications for re-mark or re-check must be captured by 23 JANUARY 2015 by 16H00.**
15. District Officials are expected to adhere strictly to the above instructions and closing date set out in this Assessment Instruction.
16. The co-operation of all stakeholders in the process is appreciated.



DR A.S. NUKU
(A) DEPUTY DIRECTOR GENERAL: IOM

