

Examination and Assessment Directorate

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URGENT EXAMINATION MEMORANDUM

**TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DITRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
CIRCUIT MANAGERS
DEPUTY CHIEF/SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF PUBLIC AND INDEPENDENT SCHOOLS
LABOUR UNIONS/ TEACHER ORGANISATIONS
SCHOOL GOVERNING BODIES
HEADS OF HIGHER EDUCATION INSTITUTIONS**

DATE: 25 MAY 2018

**AMENDMENT TO ASSESSMENT INSTRUCTION NO. 23 OF 2018 –
ADVERTISEMENT OF POSTS OF EXAMINATION ASSISTANTS (EAs) FOR
THE:**

- **NOV/DEC NATIONAL SENIOR CERTIFICATE (NSC) AND AET L4 EXAMINATIONS**
- **2018 MAY/JUNE SENIOR CERTIFICATE AND AET L4 EXAMINATIONS**
- **CAPTURING CENTRES AND PROVINCIAL SCRIPTS DEPOT**

1. This urgent memorandum serves to amend the closing/due date for the submission of the application forms as per Assessment Instruction no. 23 of 2018.
2. It must be noted that as per **Assessment Instruction no. 23 of 2018** under **CRITERIA FOR EMPLOYMENT AS AN EXAMINATION ASSISTANT: 3.1.5** indicates that "**Applicants must be between the ages of 18–30.**"

AMENDMENT TO ASSESSMENT INSTRUCTION
23 OF 2018

3. After due consideration, the Department resolved to give adequate and reasonable period for the introduction of any changes to the requirements for Examination Assistants. The reduction of the age range from 18–35 years of age to 18–30 years of age was not given sufficient time for its introduction.
4. In order to address this omission, the Department has resolved to allow and consider the application forms from the age group between 31–35 years of age as Examination Assistants, as long as they meet all the other requirements as stated in **Assessment Instruction no. 23 of 2018 EXCEPT 3.1.5**.
5. The application form attached in **Assessment Instruction no. 23 of 2018** is still valid and must be used by applicants who are between 31 and 35 years of age to apply to be Examination Assistants.
6. It **MUST** be noted that this concession is **exclusively made for those applicants who are between 31–35 years of age** who might have been disadvantaged by the requirement **3.1.5 in Assessment Instruction no. 23 of 2018**.
7. The **NEW closing date** for this **omitted age group** is **7 JUNE 2018**. The application forms **MUST BE** submitted as outlined in **Assessment Instruction no. 23 of 2018**.
8. **No application forms** will be accepted for any age group that is outside the range of 31–35 years of age. It must be noted that the age group between 18–30 years of age has also been covered in the closing date of the 18 of May 2018. Any applicant from 18–30 years who did not apply initially must not apply during this special extension, those applications will not be accepted or even considered.

We hope that this amendment in the Assessment instruction no. 23 of 2018 will address the omission that was made in original Assessment Instruction no. 23 of 2018.

Yours in quality education.



E.M. MABONA
ACTING CHIEF DIRECTOR: EXAMINATIONS AND ASSESSMENT

DATE: 25 May 2018