



ASSESSMENT & EXAMINATIONS DIRECTORATE

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ASSESSMENT INSTRUCTION 02 OF 2016

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
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 4 JANUARY 2016

**RE-MARKING, RE-CHECKING AND VIEWING OF EXAMINATION SCRIPTS:
2015 NOV/DEC NATIONAL SENIOR CERTIFICATION (NSC) ADULT EDUCATION AND
TRAINING (AET) L4 EXAMINATIONS**

1. Candidates who wish to have their scripts for 2015 Nov/Dec National Senior Certificate (NSC) and Adult Education and Training (AET) L4 Examinations re-marked, re-checked or viewed should complete the attached application form and submit it to the District Office not later than **20 January 2016**. (ANNEXURE A - NSC and ANNEXURE B- AET L4).
2. A script may only be viewed if it has been remarked or rechecked.
3. Viewing can be done 7 days after release of re-mark or re-check results.
4. The following fees will apply:

RE-MARKING	R86 per subject
RE-CHECKING	R19 per subject
VIEWING	R172 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.



Ikamva eliqagambileyo!

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. All subjects to be re-marked, re-checked or viewed must be indicated on one application form only.
7. Payment of the fee must be made to the payment section of the District Office.
8. The **ORIGINAL RECEIPT** should be attached to the application form.
9. Applicants must keep a copy of the receipt in case of queries.
10. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE UNDER ANY CIRCUMSTANCES.**
11. 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.
12. 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.
13. **Capturing of application forms for re-mark, re-check and viewing will be done by Districts. All applications must be captured by 24 JANUARY 2016 by 16H00.**
14. District Officials are expected to adhere strictly to the above instructions and closing date set out in this Assessment Instruction.
15. The co-operation of all stakeholders in the process is appreciated.



MR R. TYWAKADI
DEPUTY DIRECTOR GENERAL: IOM



1.1 2015 Nov/Dec NSC Examination candidates who wish to have scripts re-marked must submit the application form and fee of R 86 per subject at the District Office **on/before 20 January 2016**. No late applications will be considered by the District Offices after this date.

1.2 2015 Nov/Dec NSC Examination candidates who wish to have marks re-checked must submit the application form and fee of R19 per subject at the District Office **on/before 20 January 2016**. No late applications will be considered by the District Offices after this date.

1.3 2015 Nov/Dec NSC Examination candidates who wish to have scripts viewed must submit the application form and fee of R172 per subject at the District Office **on/before 20 January 2016**. No late applications will be considered by the District Offices after this date.

Application forms are to be submitted at the District Offices not later than the closing date. All enquiries on re-marking/re-checking should be made at the District Office. **NO LATE APPLICATIONS WILL BE ACCEPTED.**

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DATE _____

DATE _____

DATE _____





**APPLICATION FORM: RE-MARKING / RECHECKING AND VIEWING OF SCRIPTS
FOR 2015 NOV/DEC AET L4 EXAMINATIONS**

1.1 2015 NOV/DEC AET L4 Examination candidates who wish to have scripts re-marked must submit the application form and fee of R86 per subject at the District Office **on/before 20 January 2016**. **No late applications will be considered by the District Offices after this date.**

1.2 2015 NOV/DEC AET L4 Examination candidates who wish to have marks re-checked must submit the application form and fee of R19 per subject at the District Office **on/before 20 January 2016**. **No late applications will be considered by the District Offices after this date.**

1.3 2015 NOV/DEC AET L4 Examination candidates who wish to have scripts viewed must submit the application form and fee of R172 per subject at the District Office **on/before 21 January 2016**. **No late applications will be considered by the District Offices after this date.**

Application forms are to be submitted at the District Offices not later than the closing date. All enquiries on re-marking/re-checking should be made at the District Office. **NO LATE APPLICATIONS WILL BE ACCEPTED.**

[illegible]

DATE _____

