



ASSESSMENT & EXAMINATIONS DIRECTORATE

PO Box 4571, King William's Town, 5600, Bundy Park Building, Schornville, Buffalo Road

REPUBLIC OF SOUTH AFRICA, Website: www.ecdoe.gov.za

E-mail: funiwe.bikitsha@edu.ecprov.gov.za

Ref. No.: 13/P

Enquiries: Ms F. Bikitsha

Tel.: 043 604 7742/072 378 2817

Fax: 043 604 7749/086 759 8017

ASSESSMENT INSTRUCTION 60 OF 2017

**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 SCHOOLS IN THE FET AND GET BAND
TEACHER UNIONS/TEACHER ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 18 SEPTEMBER 2017

**COMMITMENT AGREEMENT RELATING TO THE 2017
NATIONAL SENIOR CERTIFICATE (NSC) EXAMINATION**

1. The National Senior Certificate Examination is administered and conducted in terms of the Regulations on the Conduct, Administration and Management of Assessment for the National Senior Certificate examination across all provinces in the country.
2. The National Senior Certificate (NSC) examination will commence on the 23rd October and conclude on the 28th November 2017.
3. All learners and their parents/guardians must sign the Commitment Agreement (ANNEXURE A), prior to the commencement of the examination.
4. All schools will be participating in the Pledge Signing Ceremony on 13 October 2017, to conscientise learners against committing irregularities. In addition to the, Pledge Signing, learners and parents are required to sign a Commitment Agreement, which provides a detailed list of the key rules and regulations relating to the NSC examinations – ANNEXURE B.



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

Private Bag X895, Pretoria, 0001. Sol Plaatje House, 222 Struben Street, Pretoria, 0002, South Africa
Tel: (012) 357 3000, Fax: (012) 323 0601, www.education.gov.za

TO: HEADS OF EXAMINATIONS
HEADS OF CURRICULUM
PRINCIPALS (SECONDARY SCHOOLS)
SUBJECT ADVISORY SERVICES
TEACHER UNIONS
UMALUSI

CIRCULAR E19 OF 2017

COMMITMENT AGREEMENT RELATING TO THE 2017 NATIONAL SENIOR CERTIFICATE (NSC) EXAMINATION

1. The National Senior Certificate Examination is administered and conducted in terms of the *Regulations on the Conduct, Administration and Management of Assessment for the National Senior Certificate examination*, across all provinces in the country.
2. The National Senior Certificate (NSC) examinations will commence on the 23rd October and conclude on the 28th November 2017.
3. All schools will be participating in the Pledge Signing Ceremony on 13 October 2017, to conscientise learners against committing irregularities. In addition to the, Pledge Signing, learners and parents are required to sign a Commitment Agreement, which provides a detailed list of the key rules and regulations relating to the NSC examination.
4. All learners and their parents/guardian must sign the Commitment Agreement (**Annexure A**), prior to the commencement of the examination.
5. Heads of Examinations (HOEs), District Managers, School Principals and Chief Invigilators are also reminded of the following important aspects that were not adhered to in a few examinations centres in 2016.

- (a) The total number of candidates at an examination centre may not exceed **500** for any one examination session; unless prior approval has been obtained from the Director-General or his nominee.
 - (b) A candidate cannot be denied the opportunity to write the examination because of non-payment of school fees or any other matter relating to school discipline.
 - (c) Provincial Education Departments (PEDs) to ensure that the invigilator reads the instructions to candidates at the start of each examination session.
6. For any enquiries, please contact the Chief Director: National Assessments and Public Examinations; Dr RR Poliah, Tel: (012) 357 3909; Fax (012) 328 6878 or e-mail: poliah.r@dbe.gov.za.



MR SG PADAYACHEE

DEPUTY DIRECTOR-GENERAL: PLANNING, INFORMATION, AND ASSESSMENT

DATE: 2017/08/24

ANNEXURE A

- (h) Should a candidate write the wrong subject or wrong language level (in the case of a language paper), this will be considered to be a technical irregularity and will lead to the candidate's results being blocked/ cancelled / delayed.
 - (i) Candidates are strongly advised not to use different styles of handwriting in their answer books, as the resulting investigation of this will delay the release of their results.
 - (i) The conduct of the candidate before, during and after the question paper is important. Disruptive and unruly behaviour will not be tolerated and the candidate could be barred from writing the examination.
 - (j) In the event the candidate being implicated in an examination irregularity, the parent/guardian and candidate must avail himself/ herself as failure to do so will lead to further delays in the results of the candidate being released
 - (k) Only progressed learners are allowed to follow the multiple examination opportunity (MEO), option. Failure to comply with this rule, will lead to the candidates not being resultted.
5. The key types of irregularities that may occur during the examination are listed as **Annexure B**.
6. In the event that a candidate is found to have contravened any of the rules and regulations as specified above, the Department of Basic Education reserves the right to nullify the candidate's results and they could be barred from writing all examinations for a period of **one to three years** (as stipulated in the Regulations in Gazette No. 31337 of August 2008). Criminal prosecution could be imposed should it be found that a learner is involved in the leakage of any examination question paper.
7. Disciplinary action will also be taken against officials who are involved in irregularities at their examination centres.

DECLARATION BY PARENT/GUARDIAN

I, _____ parent/guardian of _____
state that I have read and understood the rules and regulations pertaining to the conduct of
the National Senior Examination and the consequences should my child/ward contravene
any of the regulations.

(Signature)

Date

DECLARATION BY LEARNER

I, _____
(Full Name of Learner) Examination Number _____

state that I have read and understood the rules and regulations pertaining to the conduct of the National Senior Examination and the consequences should I contravene any of the regulations.

(Signature)

Date

Commissioned By School Principal (Ex Officio)

I, _____ of

(Name of Principal)

School

Attest that the above mentioned declaration has been signed in my presence on:

_____ at

(Date)

(Name of School)

(Signature)

Date:

School Stamp

Commitment agreement should be kept until after the writing of supplementary examinations. A copy should be handed over to candidate, while an original is kept at the school.

ANNEXURE B

TYPES OF IRREGULARITIES THAT MAY OCCUR	
NO	NATURE OF IRREGULARITY
1	Late coming (candidates will not be allowed to write if they arrive more than an hour after the commencement time and no extra time will be given to candidates who arrive late)
2	Unauthorised material brought into examination room (crib notes, cell phones, other electronic devices etc.)
3	Copying (from another person/any other source)
4	Allowing other Candidates to copy from you
5	Ghost writers (any other person writing on behalf of candidate/s)
6	Removing pages from the answer book or damaging the answer book (all rough work to be done in the answer book in pencil and put a line across and write "rough work")
7	Writing the incorrect examination number on answer book
8	Accepting answers from invigilators or any other official
9	Failure to submit the answer script and loose answer sheets to the invigilator at the end of the examination session
10	Drunk or under the influence of any illegal substance & disorderly behaviour by candidate
11	Any form of intimidation
12	Getting the question paper from another source prior to the stipulated writing date and time and distributing the question paper in hardcopy or electronically using social media (e.g. WhatsApp etc.)
13	Writing the examination outside the examination venue
14	Failure to check with the invigilator the correctness of the paper (number of pages, number of questions, duration of paper, correcting errata-if any)
15	Any act or behaviour on the part of the candidate or any other person that will allow him/her to gain an unfair advantage during the writing of the examination
16	Failure to report any knowledge or possession of a leaked paper or by gaining direct or indirect access to a leaked paper