



CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT

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ASSESSMENT INSTRUCTION NO. 33 OF 2022

**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: 08 AUGUST 2022

**RE-MARKING OF EXAMINATION SCRIPTS:
2022 MAY/JUNE NATIONAL SENIOR CERTIFICATION (NSC); AND SENIOR
CERTIFICATE (SC) EXAMINATIONS**

1. Candidates who wish to have their scripts for 2022 May/June National Senior Certificate (NSC) and Senior Certificate (SC) should complete the attached application form and submit it to the **District Office** not later than **17 August 2022**. (ANNEXURE A - NSC; and ANNEXURE B - SC).
2. The following fee will apply:

RE-MARK	R110.00 per subject
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3. **Candidates from schools that are categorized as ‘no-fee schools’ will be exempted from paying for re-marking 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.**
4. **One application form** per candidate must be completed. All subjects to be re-marked, must be indicated on one application form only.





5. Payment of the fee must be made to the payment section of the District Office.
6. The ORIGINAL RECEIPT should be attached to the application form.
7. Applicants must keep a copy of the receipt in case of queries.
8. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE, UNDER ANY CIRCUMSTANCES.**
9. If, as an outcome of the re-marking process, there is an improvement in the results for a subject, the relevant fee will be refunded.
10. 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.
11. All application forms and payments must go through the District Office. No application form will be accepted from a candidate or a parent at the Provincial Office.
12. District Officials are expected to adhere strictly to the above instructions and closing dates set out in this Assessment Instruction.
13. Candidates may also apply for re-marking online on the website for the Department of Basic Education as indicated at the back of the individual candidate's statement of results. **Electronic registration closing date is also 17 August 2022.**
14. Application forms shall be submitted at the district office by the applicant or a parent.

NB: Candidates who applied online MUST also submit hardcopies of manual applications to the district office as a safety net (precaution) in the event of any technical glitch that might arise in the processing of the online applications.

Candidates who have registered for e-marking should verify their status at the registration status at the nearest education District (Exams Section).

15. The co-operation of all stakeholders in the process is appreciated.

MR R. TYWAKADI

DDG: CURRICULUM MANAGEMENT AND DELIVERY

DATE: 08/08/2022



APPLICATION FORM: RE-MARKING OF SCRIPTS

FOR 2022 MAY/JUNE SENIOR CERTIFICATE (SC) EXAMINATIONS

1. RE-MARKING OF SCRIPTS.

2022 May/June SC Examination candidates who wish to have scripts re-marked must submit the application form and fee of **R110.00** per subject at the District Office **on/before 17 August 2022**. **No late applications will be considered by the District Offices after this date. Closing date applies to the online applications as well.**

2. SUBMISSION OF ALL APPLICATIONS AND ENQUIRIES:

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

3. CANDIDATE'S PERSONAL INFORMATION

SURNAME:

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FIRST NAMES:

IDENTITY NUMBER:

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EXAM NUMBER

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CENTRE NAME AND CENTRE NUMBER:

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POSTAL ADDRESS OF CANDIDATES:

SUBJECT CODES	NAME OF SUBJECT	SELECT WITH X	
		RE-MARK	

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SIGNATURE OF CANDIDATE / PARENT / GUARDIAN

.....
DATE

CAPTURED BY:

NAME OF CAPTURER

.....
SIGNATURE

.....
DATE

VERIFIED BY:

NAME OF OFFICIAL

.....
SIGNATURE

.....
DATE