



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

SENIOR CERTIFICATE EXAMINATIONS/ NATIONAL SENIOR CERTIFICATE EXAMINATIONS

ENGLISH FIRST ADDITIONAL LANGUAGE P3

MAY/JUNE 2025

MARKS: 100

TIME: 2½ hours

This question paper consists of 7 pages.

INSTRUCTIONS AND INFORMATION

1. This question paper consists of THREE SECTIONS:

SECTION A: Essay (50)
SECTION B: Longer Transactional Text (30)
SECTION C: Shorter Transactional Text (20)
2. Answer ONE question from EACH section.
3. Write in the language in which you are being assessed.
4. Start EACH section on a NEW page.
5. You must plan (e.g. using a mind map/diagram/flow chart/key words), edit and proofread your work. The plan must appear BEFORE each text.
6. All planning must be clearly indicated as such and handed in. It is advisable to draw a line through all planning.
7. You are strongly advised to spend approximately:

SECTION A: 80 minutes
SECTION B: 40 minutes
SECTION C: 30 minutes
8. Number the answers correctly according to the numbering system used in this question paper.
9. Give each response a suitable title/heading, where required.
10. Do NOT consider the title/heading when doing a word count.
11. Write neatly and legibly....

1.7



[Source: [google.images.com](https://www.google.com/images)]

[50]

1.8



[Source: [www.google.images.com](https://www.google.com/images)]

[50]

TOTAL SECTION A: 50

SECTION B: LONGER TRANSACTIONAL TEXT**QUESTION 2**

- Choose ONE of the following topics and write a longer transactional text.
- The body of your response should be between 120 and 150 words in length.
- Write down the NUMBER and the HEADING of the text you have chosen, e.g. 2.1 FRIENDLY LETTER.
- Pay particular attention to format, language and register.
- Spend approximately 40 minutes on this section.

2.1 FRIENDLY LETTER

Your cousin, who lives in another country, recently turned 21. You completely forgot about his/her birthday.

Write a letter in which you apologise for forgetting the important day and explain how you plan to make it up to him/her.

[30]**2.2 AGENDA AND MINUTES**

A Community Welfare Society held a meeting to discuss the programme for the year-end function. Use the agenda provided below to write the minutes of this meeting.

COMMUNITY WELFARE SOCIETY MEETING	
DATE:	22 May 2025
TIME:	18:00
VENUE:	Madiba Community Hall
AGENDA	
1	Welcome
2	Attendance
3	Apologies
4	Matters arising from minutes of previous meeting
5	Item to be discussed: Programme
6	Any other business
7	Closure

Write the minutes of the meeting.

[30]

2.3 SPEECH

The Helping Hands Social Club is hosting a 'Make a Difference Day' to help the needy in your community. As the chairperson of the club, you have invited various potential sponsors and donors to a meeting to encourage them to support this worthy cause.

Write the speech you will deliver to the potential sponsors and donors. **[30]**

2.4 INTERVIEW

You have applied to work as a photographer for a travel magazine. The editor has invited you for an interview.

Write the interview that takes place between the editor of the travel magazine and you. **[30]**

TOTAL SECTION B: 30

SECTION C: SHORTER TRANSACTIONAL TEXT**QUESTION 3**

- Choose ONE of the following topics and write a short transactional text.
- The body of your response should be between 80 and 100 words in length.
- Write down the NUMBER and the HEADING of the text you have chosen, e.g. 3.1 ADVERTISEMENT.
- Spend approximately 30 minutes on this section.

3.1 ADVERTISEMENT

You have decided to start a small business to transport learners to school. You would like to advertise the service that you offer.

Write the advertisement.

NOTE: Do NOT include illustrations or drawings. **[20]**

3.2 DIARY ENTRY

You wish to obtain your motor vehicle driver's licence. You recently had your first driving lesson.

Write a diary entry expressing how you felt DURING your first driving lesson. **[20]**

3.3 DIRECTIONS

Your uncle has lost his identification card (ID). He needs to visit the Department of Home Affairs to apply for a new one. He has asked you to assist him with directions from his home to the Department of Home Affairs in his area.

Write the directions.

Your response must include landmarks, distances in kilometres and specific directions.

NOTE: Do NOT include illustrations or drawings. **[20]**

TOTAL SECTION C: 20
GRAND TOTAL: 100