



OFFICE OF THE DIRECTOR: ACCOUNTING SERVICES

Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag X0032, Bhisho, 5605 REPUBLIC OF SOUTH AFRICA:
Enquiries: **Mr. S. Baadjies** Email: _Website: sarel.baadjies@ecdoe.gov.za

**TO: DDGs, CHIEF DIRECTORS, DIRECTORS, DISTRICT DIRECTORS
THE DEPUTY DIRECTORS FINANCE
MANAGERS EXAMINATION & CERTIFICATION**

FROM: DIRECTOR: ACCOUNTING

DATE : 31 MARCH 2026

**SUBJECT: REVISED TARIFFS FOR CERTIFICATION AND EXAMINATION
FEES**

1. The above-mentioned matter refers.
2. Kindly be informed that the tariffs applicable to certification and examination fees have been revised with immediate effect. These adjustments are in line with operational cost considerations, regulatory requirements, and the need to ensure the sustainability and efficiency of service delivery.
3. All departmental users are hereby required to take note of the revised tariffs and ensure that all transactions, budgeting, and financial commitments relating to certification and examination services are aligned accordingly.
4. In terms of the Public Finance Management Act, 1999 (Act No. 1 of 1999) (PFMA), specifically:
 - o Section 38(1)(c)(ii), which requires Accounting Officers to take effective and appropriate steps to prevent irregular, fruitless and wasteful expenditure; and
 - o Section 45(b), which places a responsibility on officials to ensure that the resources of the department are used effectively, efficiently, economically, and transparently, all officials must ensure strict compliance with the updated tariffs to avoid any financial misstatements or unauthorised expenditure.

5. Furthermore, in accordance with National Treasury Regulations (2005):
- Regulation 8.2.2, departments must ensure that all revenue due is collected and correctly accounted for; and
 - Regulation 11.1.2, expenditure must be incurred in accordance with an approved budget and within the limits of available funds.
- It is therefore imperative that the revised tariffs are correctly applied in all relevant financial processes.
6. Failure to adhere to the revised tariffs may result in non-compliance with applicable financial prescripts and could lead to disciplinary actions where applicable.
7. The detailed tariff schedule is attached herewith for ease of reference. Should you require further clarification, please contact [Insert Contact Person/Unit].
8. Attached herewith please find the directive from National Treasury for easy reference.
9. Your cooperation in ensuring compliance with these revised tariffs is highly appreciated.

Yours faithfully,



.....
MR. S BAADJIES
DIRECTOR: ACCOUNTING SERVICES



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

1 of 1

Private Bag X115, Pretoria, 0001 • 40 Church Square, PRETORIA, 0002 • Tel: +27 12 315 5111, Fax: +27 12 406 9055 • www.treasury.gov.za

FROM: Mr Spencer Janari, Tel: 012 395 6656, Email: spencer.janari@treasury.gov.za **Document Reference Number: 9/4/4/13**

The Director-General
Department of Basic Education
Private Bag X895
PRETORIA
0001

Attention: Mr P. Khunou
Chief Financial Officer

REQUEST TO REVISE TARIFFS FOR CERTIFICATION AND EXAMINATION FEES

Your letter dated 10 March 2024 and Revised Annexure A with revised proposed tariffs for certification and examination fees received on 25 March 2024 refers.

National Treasury's approval, in terms of section 7.3.1 of the Treasury Regulations read together with section 76(2)(f) of the PFMA, is hereby granted for the department to revise the tariffs for the period 2024/25 – 2026/27 for certification and examination fees relating to the National Senior Certificate for services rendered by the department, as in the attached Revised Annexure A.

Please ensure that information on the tariff structure is communicated to all stakeholders, disclosed in the department's Annual Report and that the revenue collected in this regard is transferred to the National Revenue Fund monthly.

Please contact our office if you have any enquiries or require further clarity in this regard.

Kind Regards

Signed by: Rendani Randela
Signed at: 2024-04-04 16:01:02 +02:00
Reason: Witnessing Rendani Randela

Rendani Randela

Dr Rendani Randela
Acting Deputy Director-General: Public Finance
Date:

ANNEXURE A

	Year and Tariff		
	2024/25	2025/26	2026/27
CERTIFICATION			
Replacement and re-issue of a Senior Certificate/National Senior Certificate	170	170	180
Changes or amendments on certificates (re-issue)	170	170	180
Confirmation document issued prior to the certificate (system generated document)	60	60	70
Letter to embassy and authentication of qualifications (work/study abroad)	60	60	70
Re-issue of a statement of results (provincial)	60	60	70
Replacement of Standard 6, 7, 8, 9, 10 and Std 10 practical certificates	170	170	180
Replacement of a Teacher's certified statement/diploma	170	170	180
Statement for teacher qualifications	60	60	70
Verification of qualification prior to 1992 for government organisations	60	60	70
Verification of qualification prior to 1992 for non-government institutions	90	90	100
EXAMINATION FEES			
Re-mark	120	120	130
Re-check	30	30	40
Viewing	230	230	240