



CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT

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ASSESSMENT INSTRUCTION 24 OF 2026

**TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
CIRCUIT MANAGERS
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS
GRADE 12 SENIOR CERTIFICATE / NSC JUNE LEARNERS
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 23 MARCH 2026

**DISTRIBUTION OF NOVEMBER 2025 NSC CERTIFICATES AND RETURN OF
NOVEMBER 2024 NSC CERTIFICATES**

1. BACKGROUND

Assessment Instruction 19 of 2025 with the 'subject', Procedure for the Collection, Storage and Distribution of the National Senior Certificate (NSC) and Senior Certificates (SC), as well as Examination Instruction No 7 of 2025, with the same subject, both have reference.

The above-mentioned instructions both sought to give guidance on the processes and procedures to be followed by Provincial Education Department (PED) officials at Provincial, District and School levels when managing the collection, storage and distribution of certificates for the National Senior Certificate (NSC) and Senior Certificate (SC) qualifications.

2. RETURN OF UNCLAIMED CERTIFICATES FOR THE NOVEMBER 2024 NATIONAL SENIOR CERTIFICATE (NSC) EXAMINATION

As per Examination Instruction 7 of 2025 issued by the Department of Basic Education, paragraph 6(a) states that ***Certificates must be stored within a secure environment (lockable room) on the premises of the school for a maximum of 12 months.***

It is therefore instructed that all unclaimed certificates for the November 2024 examinations (as well as for examinations of an earlier date) be returned to the District Office for further management in accordance with the procedures

3. COLLECTION OF CERTIFICATES FOR THE NOVEMBER 2025 NATIONAL SENIOR CERTIFICATE (NSC) EXAMINATION

The first batch of bulk certificates for the November 2025 NSC examination, which excludes certificates for candidates who applied for Remarking/Rechecking of their results for this examination, has been printed and distributed to District Offices for further distribution to schools.

These certificates will be ready for collection from District Offices by **08 April 2026**.

It should be noted that no certificates for the November 2025 examination will be released to schools if unclaimed certificates for the November 2024 examination have not been returned to the District Office.

Should all November 2024 certificates have been claimed/collected by their rightful owners, a sworn declaration to that effect, signed by a Commissioner of Oaths, shall be submitted in lieu of the unclaimed certificates.

Strict adherence to paragraphs 2 and 3 above is expected from both District Offices and Schools.


MR TJZ MTSHIDA
DDG: CURRICULUM MANAGEMENT AND DELIVERY