

Assessment and Examinations Directorate

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ASSESSMENT INSTRUCTION 46 OF 2012

**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 ALL SCHOOLS OFFERING GRADE 12
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 13 AUGUST 2012

COMMON TARIFFS FOR CERTIFICATION AND EXAMINATION SERVICES

1. BACKGROUND

- 1.1 Circular E10 of 2012 has been received from the Department of Basic Education with reference to the common tariffs for certification and examination services
- 1.2 This Assessment Instruction is based on Circular E10 and gives the common tariffs for certification and examination services that will apply from 2012 to 2015.
- 1.3 In terms of Section 13 (1) (e) of the *Regulations pertaining to the Conduct, Administration and Management of Assessment for the National Senior Certificate*, the Director-General of the Department of Education may determine fees for examination related functions,

2. IMPORTANT INFORMATION

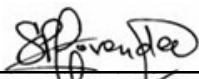
- 2.1 This new fee structure comes into effect from the date of this Circular.
- 2.2 Specific note must be taken of the introduction of verification fees for Senior Certificate qualifications prior to 1992 that could be verified by Provincial Education Departments.
- 2.3 The approved tariff structure for certification services and other examination related services is attached as Annexure A.
- 2.4 Also note that a candidate may be exempted by the Head of Department from paying examination and certification fees, if the candidate can prove that he/she has been exempt from the payment of school fees or attended a no-fee school. Such exemption only applies with the first application.

3. ENQUIRIES

For further enquiries, please contact the Deputy-Director Certification, Mr. P. Poovalingam on telephone 043 604 7702 or email: poovanasi.poovalingam@edu.ecprov.gov.za

4. CONCLUSION

District officials and Principals are to ensure that this information is displayed and given to the public, learners and all stakeholders as soon as possible.



S. P. GOVENDER
(A) DEPUTY DIRECTOR-GENERAL: TLS

ANNEXURE A
ASSESSMENT INSTRUCTION 46 OF 2012

CERTIFICATION			
ITEM DESCRIPTION	YEAR AND TARIFF		
	2012/13	2013/2014	2014/2015
Replacement and re-issue of a Senior Certificate/National Senior Certificate	R55.00	R63.00	R73.00
Changes or amendments on certificates (Re-issue)	R55.00	R63.00	R73.00
Re-issue of certificate due to due to Legal changes, (e.g. Surnames, ID Numbers)	R250.00	R250.00	R250.00
Confirmation document issued prior to the certificate (system generated document)	R20.00	R23.00	R26.00
Letter to embassy and authentication of qualifications (work/study abroad)	R25.00	R28.00	R32.00
Re-issue of a statement of results (provincial)	R20.00	R23.00	R26.00
Replacement of Standard 6,7,8,9: 10 and Std 10 practical certificates	R55.00	R63.00	R73.00
Replacement of a Teachers certified statement/ diploma	R55.00	R63.00	R73.00
Statement for teacher qualifications	R20.00	R23.00	R26.00
Verification of qualification prior to 1992 for government organizations	R20.00	R23.00	R26.00
Verification of qualification prior to 1992 for non-government institutions	R40.00	R45.00	R50.00
EXAMINATION FEES			
Re-mark a subject	R73.00	R79.00	R80.00
Re-check a subject	R14.00	R16.00	R18.00
Viewing a subject's scripts	R153.00	R157.00	R160.00

