

ASSESSMENT & EXAMINATIONS DIRECTORATE

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ASSESSMENT INSTRUCTION 37 OF 2015

**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 (GRADE 12) AND
AET L4 CENTRES
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 22 JULY 2015

**RE-MARKING, RE-CHECKING AND VIEWING OF EXAMINATION SCRIPTS:
2015 JUNE/JULY SENIOR CERTIFICATION (SC) AND ADULT EDUCATION AND TRAINING
(AET) L4 EXAMINATIONS**

1. Candidates who wish to have their scripts for 2015 June/July Senior Certificate (SC) and Adult Education and Training (AET) L4 Examinations re-marked, re-checked or viewed should complete the attached application form and submit it to the **District Office** not later than **02 SEPTEMBER 2015 - ANNEXURE A- SC** and **ANNEXURE B- AET L4**.
2. A script may only be viewed if it has been remarked or rechecked.
3. Closing date for applications for viewing of script is 7 days after the release of re-mark or re-check results.
4. The following fees will apply:

RE-MARKING	R80 per subject
RE-CHECKING	R18 per subject
VIEWING	R160 per subject



5. Candidates from schools that are categorised as 'no-fee schools' will not be expected to pay for re-marking, re-checking and viewing 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, re-checking and viewing.
6. **One application form** per candidate must be completed for all subjects to be re-marked or re-checked
7. A separate application form must be completed for viewing after the release of the re-mark or re-check results. **NB: Closing date for submission of Applications for viewing is 7 days after the release of the re-mark or re-check results.**
8. Payment of the fee must be made to the Payment Section of the District Office.
9. The **ORIGINAL RECEIPT** should be attached to the application form.
10. Applicants must keep a copy of the receipt in case of queries.
11. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE UNDER ANY CIRCUMSTANCES.**
12. If, as a result of the re-marking, re-checking or viewing process, there is an improvement in the result for a subject, the relevant fee will be refunded.
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.
13. All application forms and payments must go through the District Office. No application form will be accepted from a candidate or any person or official at the Provincial Office.
14. **Capturing of application forms for re-mark, re-check and viewing will be done by Districts. All applications for re-mark or re-check must be captured by 04 SEPTEMBER 2015 by 16H00.**
15. District Officials are expected to adhere strictly to the above instructions and closing date set out in this Assessment Instruction.
16. The co-operation of all stakeholders in the process is appreciated.



DR A.S. NUKU
(A) DEPUTY DIRECTOR GENERAL: IOM

27/07/2015

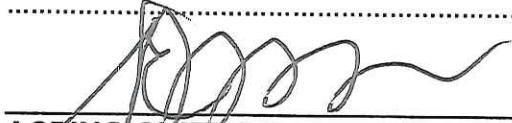
ASSESSMENT INSTRUCTION 37 OF 2015
RE-MARKING, RE-CHECKING AND VIEWING OF EXAMINATION SCRIPTS FOR 2015
JUNE/JULY SENIOR CERTIFICATE (SC) AND ADULT EDUCATION AND TRAINING (AET)
L4 EXAMINATIONS:

COMMENTS


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ACTING DIRECTOR: ASSESSMENT & EXAMINATIONS 24/07/2015
MS. N. LEHLAKANE DATE

~~RECOMMENDED/NOT RECOMMENDED~~

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ACTING CHIEF DIRECTOR: CURRICULUM MANAGEMENT 2015-07-24
MR E.M. MABONA DATE

APPROVED/~~NOT APPROVED~~

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ACTING DDG: IOM 24/07/2015
DR A.S. NUKU DATE

