



**ASSESSMENT & EXAMINATIONS**

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**ASSESSMENT INSTRUCTION 13 OF 2011**

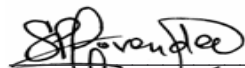
**TO: DEPUTY DIRECTOR-GENERAL  
CHIEF DIRECTORS  
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS  
CHIEF EDUCATION SPECIALISTS  
EDUCATION DEVELOPMENT OFFICERS (EDO)  
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS  
PRINCIPALS OF PUBLIC AND INDEPENDENT SCHOOLS (GRADES 9 - 12)  
TEACHER UNIONS / ORGANISATIONS  
SCHOOL GOVERNING BODIES**

**DATE: 14 FEBRUARY 2011**

**UNREGISTERED EXAMINATION CENTRES AND GRADES 9 - 12 LEARNERS**

1. It has come to the attention of the Assessment and Examinations Directorate that independent schools that have EMIS numbers but no examination centre registration numbers are registering Grade 12 candidates under the examination registration numbers of public schools. This appears to be with the co-operation of the Principal of the public school. This constitutes an examination irregularity and is contrary to policy.
2. Principals of public schools are reminded that only full-time learners attending classes at their school may be registered for Grades 9 to 12.
3. Under no circumstances may Principals of schools with examination centre registration numbers make decisions to register the Grade 9, 10 11 or 12 learners from schools with no examination centre registration numbers. If the District Director has reason to ask for assistance in this regard it would be actioned by the Head of Department through the Chief Director: Curriculum Management and the Director: Assessment and Examinations.
4. All independent schools may only admit Grade 9, 10, 11 or 12 learners in the year following the successful registration of the grade. Registration forms are available at District Offices and are sent out every second year with an Assessment Instruction. (Refer Assessment Instructions 39 of 2008 and 39 of 2010).
5. Queries in this regard may be directed to Ms. N Mbeleki, tel. 043-6047788 or email [nomvuyo.mbeleki@edu.ecprov.gov.za](mailto:nomvuyo.mbeleki@edu.ecprov.gov.za).

7. District Directors and EDOs are urged to oversee the immediate removal of any learners in Grades 9 to 12 admitted to an Independent school that has no examination registration number for the grade.
8. The number of independent schools that have no examination registration numbers has increased and learners at these schools in Grade 9 to 12 are disadvantaged when attempting to register at public schools.
9. The co-operation of all Departmental officials in the District office and Principals and School Governing Bodies is required to normalise this challenge that becomes urgent when examinations are to be written each year.



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**S. P. GOVENDER**  
**CHIEF DIRECTOR: CURRICULUM MANAGEMENT**

