



ASSESSMENT INSTRUCTION 47 of 2009

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)
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 26 NOVEMBER 2009

**2009 NATIONAL SENIOR CERTIFICATE (NSC)
CHECKING OF RESULTS BY PRINCIPALS.**

1. The checking of results by school Principals has proved invaluable in previous years in ensuring that all candidates are resultated and that the resulting process does not disadvantage any learner.
2. The NSC examinations end on 4 December 2009 and the number of days for the marking and resulting processes have been shortened. The management plan of the National Education Department includes a verification plan prior to the release of final results on 7 January 2010.
3. The Management Plan for the end of the Year, revised on 24 November 2009 (and received by the Eastern Cape Department of Education on 26/11/09) provides for the checking of results by Provincial Education Departments and the incorporation of amendments from 01/01/10 to 03/01/10.

4. In order for this checking of results to take place, Principals will be required to report to a venue, designated by the District Office, on **Saturday 2 January 2010 at 10h00**.
5. Principals will not be permitted to take the schedule away from the designated venue in the District or to check the schedule on any other date.
6. As in previous years, the Principal may delegate this important function to a member of the School Management Team (SMT). However, it is imperative that the delegated official has access to information such as:
 - Copies of all school-based assessment (SBA) mark sheets
 - Copies of all ORAL mark sheets
 - Copies of all practical assessment tasks (PATS)/ PRACTICAL mark sheets
 - A list of candidates who did not write an examination in a subject/paper, for whatever reason.
 - A list of omissions/subject changes approved by the Provincial Examinations District Co-Ordination Unit after the computerised mark sheets had been printed.
 - A list of learners who were not registered by the school or who wrote incorrect subjects without permission from Provincial Examinations.
 - A list of candidates who are suspected of committing irregularities in terms of examination policies.
 - Any other relevant information.
7. The above information will enable the Principal/SMT delegate to check accuracy and verify the results of each candidate in the school.
8. Any queries in connection with this instruction may be submitted to Mrs. P. Edley, fax no. 043 6047786, e-mail pat.edley@edu.ecprov.gov.za or to Ms. N. Mbeleki, fax no.0866035085, e-mail nomvuyo.mbeleki@edu.ecprov.gov.za.

The co-operation of Principals in this important process is appreciated and any inconvenience caused is sincerely regretted.

A handwritten signature in black ink, appearing to read 'S. P. Govender', written over a horizontal line.

S. P. GOVENDER
CHIEF DIRECTOR: CURRICULUM MANAGEMENT