



Province of the
EASTERN CAPE
EDUCATION

ASSESSMENT & EXAMINATIONS

Bundy Park, Schornville, KWT, *Private Bag 4571* KWT * 5600
REPUBLIC OF SOUTH AFRICA, Website: www.ecdoe.gov.za
E-mail: funiwe.bikitsha@edu.ecprov.gov.za

Ref. No. 13/P Tel.: (043) 604 7730/0723782817

Enquiries: Mrs F. Bikitsha Fax: (043) 604 7749

ASSESSMENT INSTRUCTION 03 OF 2012

TO: DEPUTY DIRECTOR-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)
ABET CENTRE MANAGERS
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 09 JANUARY 2012

**RE-MARKING, RE-CHECKING AND VIEWING OF EXAMINATION SCRIPTS:
2011 NATIONAL SENIOR CERTIFICATE (NSC) AND ABET L4 EXAMINATIONS**

1. Candidates who wish to have their scripts for 2011 Grade 12 Nov/Dec National Senior Certificate (NSC) and ABET L4 Examinations re-marked, re-checked or viewed should complete the attached application form and submit it to the **District Office** not later than **23 January 2012**. (ANNEXURE A – NSC & ANNEXURE B – ABET L4).
2. A script may only be viewed if it has been re-marked or re-checked.
3. The following fees will apply:

RE-MARKING	R70 per subject
RE-CHECKING	R12 per subject
VIEWING	R150 per subject



4. 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.
5. **One application form** per candidate must be completed. All subjects to be re-marked, re-checked or viewed must be indicated on one application form only.
6. Payment of the fee must be made to the payment section of the District Office.
7. The **ORIGINAL RECEIPT** should be attached to the application form.
8. Applicants must keep a copy of the receipt in case of queries.
9. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE UNDER ANY CIRCUMSTANCES.**
10. 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 application was made and receipt was issued. In this regard the applicant will be expected to furnish his/her bank details for refund purposes.
11. 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.
12. **District Officials are to control and submit the application forms to Provincial Office – Marking Processes by not later than 27 January 2012. Capturing of application forms for re-mark, re-check and viewing will be done by Districts. All applications must be captured by 25 January 2012 as the system closes at 16H00.**
13. **LATE APPLICATIONS WILL NOT BE CONSIDERED.**
14. District Officials are expected to adhere strictly to the above instructions and closing date set out in this Assessment Instruction.
15. The co-operation of all stakeholders in the process is appreciated.



S. P. GOVENDER
CHIEF DIRECTOR: CURRICULUM MANAGEMENT

