

ASSESSMENT & EXAMINATIONS

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Ref. No. 13/P Tel.: (043) 604 7742/082 750 3294
Enquiries: Ms N. Lehlakane Fax: (043) 604 7749

ASSESSMENT INSTRUCTION 02 OF 2013

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)
ABET CENTRE MANAGERS
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 11 JANUARY 2013

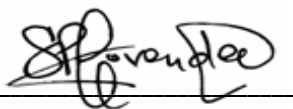
RE-MARKING, RE-CHECKING AND VIEWING OF EXAMINATION SCRIPTS: 2012 NATIONAL SENIOR CERTIFICATE (NSC) AND AET L4 EXAMINATIONS

- Candidates who wish to have their scripts for 2012 Grade 12 Nov/Dec National Senior Certificate (NSC) and 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 **21 January 2013**. (**ANNEXURE A – NSC & ANNEXURE B – AET L4**).
- A script may only be viewed if it has been remarked or rechecked.
- Viewing can be done 7 days after release of re-mark or re-check results.
- The following fees will apply:

RE-MARKING	R73 per subject
RE-CHECKING	R14 per subject
VIEWING	R153 per subject

- 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.

6. **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.
7. Payment of the fee must be made to the payment section of the District Office.
8. The **ORIGINAL RECEIPT** should be attached to the application form.
9. Applicants must keep a copy of the receipt in case of queries.
10. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE UNDER ANY CIRCUMSTANCES.**
11. 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.
12. 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.
13. **District Officials are to control and submit the application forms to Provincial Office – Marking Processes by not later than 23 January 2013. Capturing of application forms for re-mark, re-check and viewing will be done by Districts. All applications must be captured by 21 January 2013 as the system closes at 16H00.**
14. **LATE APPLICATIONS WILL NOT BE CONSIDERED.**
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.



(A) DDG: TLS
S. P. GOVENDER

ANNEXURE A TO ASSESSMENT INSTRUCTION 02 OF 2013



education
Department:
Education
REPUBLIC OF SOUTH AFRICA



PROVINCE OF THE EASTERN CAPE

2012 NOV/DEC GRADE 12 NSC EXAMINATIONS

APPLICATION FORM: RE-MARKING, RE-CHECKING OR VIEWING OF SCRIPTS

1. RE-CHECKING OF MARKS, RE-MARKING OR VIEWING OF SCRIPTS (only one activity may be selected)

1.1 2012 Nov/Dec Grade 12 NSC Examination candidates who wish to have scripts **re-checked** must submit the application form and fee of **R14.00 per subject at the District Office ON/BEFORE 21 January 2013.** No late applications will be considered by the District Offices after this date.

1.2 2012 Nov/Dec Grade 12 NSC Examination candidates who wish to have scripts **re-marked** must submit the application form and fee of **R73.00 per subject at the District Office ON/BEFORE 21 January 2013.** No late applications will be considered by the District Offices after this date.

1.3 2012 Nov/Dec Grade 12 NSC Examination candidates who wish to have scripts viewed must submit the application form and fee of **R153.00 per subject at the District Office ON/BEFORE 21 January 2013.** No late applications will be considered by the District Offices after this date.

2. SUBMISSION OF ALL APPLICATIONS AND ENQUIRIES:

THE CLOSING DATE FOR APPLICATIONS IS 21 January 2013 AT 16:00 AND NO LATE APPLICATIONS WILL BE ACCEPTED.

All forms to be handed in at District Offices who in turn will submit a summary of entries to Head Office in King William's Town on or before 25 January 2013.

3. CANDIDATE'S PERSONAL INFORMATION:

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PROVINCE OF THE EASTERN CAPE



2012 NOVEMBER AET LEVEL 4 EXAMINATIONS

APPLICATION FORM: RE-MARKING, RE-CHECKING OR VIEWING OF SCRIPTS

1. RE-CHECKING OF MARKS, RE-MARKING OR VIEWING OF SCRIPTS (only one activity may be selected)

1.1 2012 Nov/Dec AET L4 Examination candidates who wish to have scripts **re-checked** must submit the application form and fee of **R14.00 per subject at the District Office ON/BEFORE 21 January 2013.** No late applications will be considered by the District Offices after this date.

1.2 2012 Nov/Dec AET L4 Examination candidates who wish to have scripts **re-marked** must submit the application form and fee of **R73.00 per subject at the District Office ON/BEFORE 21 January 2013.** No late applications will be considered by the District Offices after this date.

1.3 2012 Nov/Dec AET L4 Examination candidates who wish to have scripts viewed must submit the application form and fee of **R153.00 per subject at the District Office ON/BEFORE 21 January 2013.** No late applications will be considered by the District Offices after this date.

2. SUBMISSION OF ALL APPLICATIONS AND ENQUIRIES:

THE CLOSING DATE FOR APPLICATIONS IS 21 January 2013 AT 16:00 AND NO LATE APPLICATIONS WILL BE ACCEPTED.

All forms to be handed in at District Offices who in turn will submit a summary of entries to Head Office in King William's Town on or before 25 January 2013.

3. CANDIDATE'S PERSONAL INFORMATION:

Surname

First Names

Identity Number

Date Of Birth

Exam Number

AET Centre and No.

[illegible][illegible]

SIGNATURE OF CANDIDATE

ASSESSMENT INSTRUCTION 02 OF 2013

