



CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT

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ASSESSMENT INSTRUCTION NO 35 OF 2021

TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
CIRCUIT MANAGERS
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF PUBLIC AND INDEPENDENT SCHOOLS
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 25 AUGUST 2021

**RE-MARKING OF EXAMINATION SCRIPTS:
2021 MAY/JUNE NATIONAL SENIOR CERTIFICATION (NSC); SENIOR CERTIFICATE
(SC) AND ADULT EDUCATION AND TRAINING (AET) L4 EXAMINATIONS**

1. Candidates who wish to have their scripts for 2021 May/June National Senior Certificate (NSC); Senior Certificate (SC) and Adult Education and Training (AET) L4 Examinations re-marked should complete the attached application form and submit it to the **District Office** not later than **07 September 2021**. (**ANNEXURE A - NSC; ANNEXURE B - SC and ANNEXURE C - AET L4**).
2. The following fees will apply:

RE-MARK	R104.00 per subject
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3. **Candidates from schools that are categorized as ‘no-fee schools’ will be exempted from paying for re-marking 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.**



4. **One application form** per candidate must be completed. All subjects to be re-marked, must be indicated on one application form only.
5. Payment of the fee must be made to the payment section of the District Office.
6. The **ORIGINAL RECEIPT** should be attached to the application form.
Applicants must keep a copy of the receipt in case of queries.
7. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE, UNDER ANY CIRCUMSTANCES.**
8. If, as an outcome of the re-marking process, there is an improvement in the results for a subject, the relevant fee will be refunded.
9. 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.
10. 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.
11. **Capturing of application forms for re-mark will be done by Districts. All applications must be captured daily, and the final date for capturing is 09 September 2021 by 16H00.**
12. District Officials are expected to adhere strictly to the above instructions and closing dates set out in this Assessment Instruction.
13. Candidates may also apply for remarking online on the website for the Department of Basic Education as indicated at the back of the individual candidate's statement of results.

The co-operation of all stakeholders in the process is appreciated.

26/08/2021

MR R. TYWAKADI
DDG: CURRICULUM MANAGEMENT AND DELIVERY

DATE

APPLICATION FORM: RE-MARKING OF SCRIPTS

2021 MAY/JUNE NATIONAL SENIOR CERTIFICATE (NSC) EXAMINATIONS

1. RE-MARKING OF SCRIPTS.

1.1 2021 May/June NSC Examination candidates who wish to have scripts re-marked must submit the application form and fee of **R104.00** per subject at the District Office **on/before 07 September 2021**. **No late applications will be considered by the District Offices after this date.**

2. SUBMISSION OF ALL APPLICATIONS AND ENQUIRIES:

Application forms are to be submitted at the District Offices not later than the closing date. All enquiries on re-marking/re-checking should be made at the District Office. NO LATE APPLICATIONS WILL BE ACCEPTED.

3. District Offices must capture all the applications on/before 09 September 2021 by 16H00.

4. CANDIDATE'S PERSONAL INFORMATION

SURNAME:

[illegible]

FIRST NAMES:

[illegible]

IDENTITY NUMBER:

[illegible]

EXAM NUMBER	
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[illegible]**SCHOOL AND CENTRE NUMBER:**

POSTAL ADDRESS OF CANDIDATES:

					POSTAL CODE							

[illegible]

SIGNATURE OF CANDIDATE / PARENT / GUARDIAN

DATE _____

CAPTURED BY:

NAME OF CAPTURER

SIGNATURE

DATE _____

VERIFIED BY: _____

NAME OF OFFICIAL

SIGNATURE

DATE _____



APPLICATION FORM: RE-MARKING OF SCRIPTS
2021 MAY/JUNE SENIOR CERTIFICATE (SC) EXAMINATIONS

1. RE-MARKING OF SCRIPTS.

1.1 2021 May/Jun SC Examination candidates who wish to have scripts re-marked must submit the application form and fee of **R104.00** per subject at the District Office **on/before 07 September 2021**. **No late applications will be considered by the District Offices after this date.**

2. SUBMISSION OF ALL APPLICATIONS AND ENQUIRIES:

Application forms are to be submitted at the District Offices not later than the closing date. All enquiries on re-marking/re-checking should be made at the District Office. **NO LATE APPLICATIONS WILL BE ACCEPTED.**

3. District Offices must capture all the applications **on/before 09 September 2021** by 16H00.

4. CANDIDATE'S PERSONAL INFORMATION

SURNAME:

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FIRST NAMES:

IDENTITY NUMBER:

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EXAM NUMBER

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SCHOOL AND CENTRE NUMBER:

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POSTAL ADDRESS OF CANDIDATES:

SUBJECT CODES	NAME OF SUBJECT	SELECT WITH X		
		RE-MARK	RE-CHECK	VIEWING

.....
SIGNATURE OF CANDIDATE / PARENT / GUARDIAN

.....
DATE

CAPTURED BY:
NAME OF CAPTURER

.....
SIGNATURE

.....
DATE

VERIFIED BY:
NAME OF OFFICIAL

.....
SIGNATURE

.....
DATE



**APPLICATION FORM: RE-MARKING / RE-CHECKING AND VIEWING OF SCRIPTS
FOR 2021 MAY/JUNE AET L4 EXAMINATIONS**

1. RE-MARKING OF SCRIPTS.

1.1 2021 May/June AET L4 Examination candidates who wish to have scripts re-marked must submit the application form and fee of **R104.00** per subject at the District Office **on/before 07 September 2021**. **No late applications will be considered by the District Offices after this date.**

2. SUBMISSION OF ALL APPLICATIONS AND ENQUIRIES:

Application forms are to be submitted at the District Offices not later than the closing date. All enquiries on re-marking should be made at the District Office. **NO LATE APPLICATIONS WILL BE ACCEPTED.**

3. District Offices must capture all the applications on/before **09 September 2021** by **16H00**.

4. CANDIDATE'S PERSONAL INFORMATION

SURNAME:

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FIRST NAMES:

IDENTITY NUMBER:

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EXAM NUMBER

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

CENTRE NAME AND CENTRE NUMBER:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

POSTAL ADDRESS OF CANDIDATES:

POSTAL CODE

LEARNING AREA CODES	NAME OF LEARNING AREA	SELECT WITH X		
		RE-MARK	RE-CHECK	VIEWING

.....
SIGNATURE OF CANDIDATE / PARENT / GUARDIAN

.....
DATE

CAPTURED BY:

NAME OF CAPTURER

.....
SIGNATURE

.....
DATE

VERIFIED BY:

NAME OF OFFICIAL

.....
SIGNATURE

.....
DATE