



CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT

Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag X0032, Bisho, 5605 REPUBLIC OF SOUTH AFRICA: Enquiries: **Ms F. Bikitsha**. Tel: 040 602 7039. Email: funiwe.bikitsha@ecdoe.gov.za
Website: www.ecdoe.gov.za

ASSESSMENT INSTRUCTION 49 OF 2021

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

DATE: 13 OCTOBER 2021

CHANGE OF SUBJECT IN GRADES 12

1. The National Senior Certificate (NSC) Examination is administered in terms of the Regulations pertaining to the Conduct, Administration and Management of the National Senior Certificate Examination.
2. The Regulation states that, in exceptional cases, a learner may change one subject in Grade 11, after the release of his/her Grade 11 end of the year results. This must be done before 15 December of the Grade 11 year. This means that no subject change will be done by schools for Grade 12 learners in 2022.
3. Approval for changing a subject in Grade 12 must be obtained from the Head of the Assessment Body, or his or her representative provided the following are furnished:
 - A letter of motivation from the learner's parent or guardian.
 - A letter from the Principal either supporting or providing reasons for not supporting the change; and





- A letter from the subject teacher, outlining the programme to be followed to assist the learner in covering those aspects of the Curriculum and Assessment Policy Statements for the previous grade that were not covered.
4. Subject changes should not be imposed on learners by schools for example, subject change to fit the school curriculum stream, improvement of the matric pass rate etc.
 5. All District Heads of Examination should ensure that the contents of this Assessment Instruction are brought to the attention of all district officials, principals and teachers of Schools with Grade 11 learners, parents and relevant stake holders.
 6. Principals are requested to complete the attached template provided (**Annexure A**) for subject changes and submit it with required documents mentioned in paragraph 3 on or before 15 December 2021 to the District Examination Offices.
 7. All District Offices must complete attached template provided (**Annexure B**) and submit to the Provincial Office, Examination and Assessment Chief Directorate **on or before 17 December 2021**.
 8. Departmental officials, principals of schools and all stakeholders are requested to communicate this information for the benefit of all learners who qualify.



DDG – CURRICULUM MANAGEMENT AND DELIVERY
MR R. TYWAKADI

13/10/2021

DATE

EXAMINATIONS AND ASSESSMENT CHIEF DIRECTORATE

Steve Vukile Tshwete Building, Zone 6, Zwelitsha, 5608 * Private Bag 4571 * KWT * 5600 * REPUBLIC OF SOUTH AFRICA
Website: ecprov.gov.za * Email: funiwe.bikitsha@edu.ecprov.gov.za
Ref: 13/P
Enquiries: Mrs F. Bikitsha

Tel: 040 602 7039

ANNEXURE A: Assessment Instruction 49 of 2021

TEMPLATE FOR SUBJECT CHANGES – 2022 GRADE 12

NAME OF SUB-DISTRICT:NAME OF SCHOOL:

NO	Candidates' Names (Alphabetically)	Subject dropped	New Subject	Reason for Change	Documents required		
					Principal's letter	Parent/guardian's Letter	Catch-up plan form subject teacher
1.							School Schedule
2.							

I, (principal of school) declare that:

1. All subject changes have been discussed and verified with the learners and their parents/guardians.
2. The learners have complied with the SBA requirements of the dropped subjects.
3. All teachers have signed declarations that the learners will be assisted and guided in the new subjects.

.....
SURNAME & INITIALS

.....
SIGNATURE

School Stamp and Date