

DEPARTMENT OF EDUCATION ISEBE LEZEMFUNDO DEPARTEMENT VAN ONDERWYS



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Province of the Eastern Cape

Grade 11 Examination Centre Registration November 2010 Examination

Closing Date:10 December 2010

Where applicable, use an "X", otherwise use BLOCK LETTERS		
(1) Was the Examination Centre used during the November 2010 Grade If Yes, complete paragraphs (a) and (b) below	11 Examinations? Yes No	
(a) Grade 12 Examination Centre Number used in 2010:		
(b) EMIS Number used in 2010:	(Call 043-735 1820 to obtain EMIS No.)	
(c) UMALUSI Accreditation No. (Independent schools only)		
(2) Type of Centre: Public School / Part-time / Special School / Independent School		
(3) Official Name of Examination Centre:		
(4) Physical Address of Examination Centre: (5) Postal Add	dress of Examination Centre:	
Area Code	Postal Code	
(6) Tel. No. of Examination Centre:		
(7) Fax No of Examination Centre:		
(8) e-Mail Address of Principal:		
(9) Surname & Initials of Principal:		
(10) Home Tel. No. of Principal:		
(11) Cell No. of Principal:		
(12) Alternate Contact (Surname & Init)		
(13) Cell No. of Alternate Contact:		
(14) Magisterial District where Examination Centre is situated:		
(15) District Office administering Centre:		
(16) Name of Education Development Officer:		
(17) No. of Grade 11 Learners at Examination Centre this year:		
(18) No. of Grade 10 Learners at Examination Centre this year:		
(19) Language of Learning and Teaching at Centre: (A=Afrikaans / E=Eng	lish / D−Δfr & Eng)	
(10) Language of Learning and Todorning at Control (14–7) initiation (1–2) in	mon / B=/m & Eng/	
Signature of Principal/Official in Charge		
	Official Stamp	
Surname & Initials (Block Letters)		
Date	>>> Soo Povorco Sido	

EC/05/002 **National Guidelines for the Registration of an Examination Centre:** Every Examination Centre must first be registered as an Educational Institution with the Department of Education. Every independent school must first obtain accreditation from UMALUSI. Evidence to be attached. Is the proposed venue conducive to the writing of examinations? YES/NO Is the proposed venue situated in an area where the candidates will not be distracted by external factors, e.g. Taxi Rank, busy roads, factories, heavy industries, etc.? YES/NO a) sufficient space and appropriate furniture to seat all the candidates? YES/NO Does the proposed venue have: b) proper lighting & ventilation? YES/NO c) adequate drinking water facilities? YES/NO d) adequate toilet facilities? YES/NO e) clearance in terms of local health and fire services by-laws? YES/NO f) secure means for safe-keeping of examination material? YES/NO Are there suitably qualified teaching staff (NCS trained)? YES/NO Are there members of the community who can be trained as invigilators, if necessary? YES/NO Proposed Venue visited by an Official from: District Office Provincial Office **District Office** Details of official who visited centre: Name: Designation:

The Proposed Examination Centre, detailed overlea	af, meets the criteria as outlined above.
Recommended Grade 11 Not Recommended Grd 11	☐ If Recommended, Registration Type: ☐ Full Time / ☐ Part Time
Signature: District Director	
	Official Stamp
Surname & Initials (Block Letters)	
Date	
Provincial Office (Directorate: Assessme	ent and Examinations)
Details of official who visited centre: Nam	
Designation	on:
Recommendations:	
Signature:	
Approved Grd 11 Not Approved Grd 11	If Approved, Registration Type: Full Time / Part Time
If Approved, Examination Centre No:	Name:
Signature of Director: Assessment and Examinati	ione
Signature of Director. Assessment and Examinati	Official Stamp
Surname & Initials (Block Letters)	
Date	