



Province of the
EASTERN CAPE
DEPARTMENT OF EDUCATION

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ASSESSMENT INSTRUCTION 05 OF 2009

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
(GRADES 10-12)
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES

DATE: 06 JANUARY 2009

**NATIONAL SENIOR CERTIFICATE (NSC)
PROCEDURE FOR CHANGE OF SUBJECTS
GRADES 10 - 12**

PROCEDURE FOR CHANGING SUBJECTS IN GRADES 10 TO 12

The National Department of Education has formulated the procedure to be followed for the change of subjects relating to the National Senior Certificate in Grades 10 – 12.

1. *The National Senior Certificate: A Qualification at Level 4 on the National Qualifications Framework (NQF)* Chapter 1 no. 6 states that:
 - (i) A learner may change one or more subjects in his or her Grade 10 year.
 - (ii) Learners may change a subject in Grade 11 or 12 if the school deems it is in the best interests of the learner to change a subject. The school may take such a decision only after consultation with the Head of Department or his/her delegate.
2. In order to assist learners who for legitimate reasons wish to change a subject in either Grade 10, 11 or 12, the following procedure is relevant:
 - (a) The approval for a subject change must be obtained from the Director: Assessment and Examinations, provided the following is furnished:
 - (i) a letter of motivation from the parent or guardian of the learner:
 - (ii) a letter from the Principal either supporting or providing reasons for not supporting the change;

- (iii) a letter from the subject teacher outlining the programme to be followed to assist the learner to cover the aspects of the curriculum statement for the previous grades that were missed.
- (b) **The closing date for the change of subject in Grade 12 will be 31 January in the year in which the examination will be written. This will ensure that the learning programme is not compromised by a change later in the year.**
- (c) The closing date for the change of subject in **Grades 10 and 11** will be no later than **30 June** in the year in which the examination will be written. This will give teachers, parents and learners adequate time to make a decision about the learners' need to change a subject or subjects.

Principals are requested to give this information to parents, learners and teachers in the interests of improving the results of learners in the NSC examination and allowing the choice of the correct subjects for career and further studies.

It is in the best interests of the learner that proper guidance be given to parents and learners in Grade 9 concerning the choice of subjects for the FET band. This will obviate the necessity for subject changes that have implications for School-based Assessment (SBA), in Grades 10 – 12.



S. P. GOVENDER
CHIEF DIRECTOR: CURRICULUM MANAGEMENT