



MEMORANDUM

**TO: CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS
DEPUTY DIRECTORS
TEACHER UNIONS / ORGANISATIONS**

DATE: 06 AUGUST 2019

**RE-MARKING, RE-CHECKING AND VIEWING OF EXAMINATION SCRIPTS:
2019 MAY/JUNE SENIOR CERTIFICATION (SC AMENDED); NATIONAL SENIOR
CERTIFICATE (NSC) AND ADULT EDUCATION AND TRAINING (AET) L4**

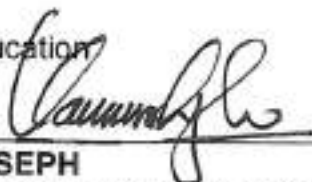
1. Candidates who wish to have their scripts for 2019 May/June Senior Certificate (Amended) / National Senior Certificate (NSC) Examinations and AET L4 re-marked, re-checked or viewed should complete the attached application form and submit it to the **District Office** not later than **16 August 2019**. (**ANNEXURES A & B**).
2. A script may only be viewed if it has been remarked or rechecked.
3. Viewing can be done 7 days after release of re-mark or re-check results.
4. The following fees will apply:

RE-CHECKING	R27 per subject
RE-MARKING	R112 per subject
VIEWING	R219 per subject

5. **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.
6. Payment of the fee must be made to the payment section of the District Office.
7. The **ORIGINAL RECEIPT** should be attached to the application form.

8. Applicants must keep a copy of the receipt in case of queries.
9. **NO POSTAL ORDERS/CHEQUES OR CASH ARE ACCEPTED AT THE PROVINCIAL OFFICE UNDER ANY CIRCUMSTANCES.**
10. If, as a result of the re-marking, re-checking or viewing process there is an improvement in the result for a subject / learning area, the relevant fee will be refunded. 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.
11. 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.
12. **Capturing of application forms for re-mark, re-check and viewing will be done by Districts. All applications must be captured by 21 August 2019 by 16H00.**
13. District Officials are expected to adhere strictly to the above instructions and closing date set out in this Memorandum.
14. The co-operation of all stakeholders in the process is appreciated.

Yours in Education



MR V.A. JOSEPH
DIRECTOR: EXAMINATIONS AND ASSESSMENT

06-08-2019

DATE



**APPLICATION FORM: RE-MARKING/RECHECKING AND VIEWING OF SCRIPTS
2019 MAY/JUNE SENIOR CERTIFICATE (AMENDED) / NATIONAL SENIOR CERTIFICATE (NSC)**

1. RE-MARKING OF SCRIPTS/RECHECKING OF MARKS (only one activity may be selected).

1.1 2019 MAY/JUNE SENIOR CERTIFICATE / NSC Examination candidates who wish to have scripts re-marked must submit the application form and fee of R112 per subject at the District Office **on/before 16 August 2019. No late applications will be considered by the District Offices after this date.**

1.2 2019 MAY/JUNE SENIOR CERTIFICATE / NSC Examination candidates who wish to have marks re-checked must submit the application form and fee of R27 per subject at the District Office **on/before 16 August 2019. No late applications will be considered by the District Offices after this date.**

1.3 2019 MAY/JUNE SENIOR CERTIFICATE / NSC Examination candidates who wish to have scripts viewed must submit the application form and fee of R219 per subject at the District Office **on/before 16 August 2019. 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 should capture all the applications **on/before 21 August 2019 by 16H00.**

4. CANDIDATE'S PERSONAL INFORMATION

SURNAME:

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FIRST NAMES:

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

IDENTITY NUMBER:

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

EXAM NUMBER

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

CANDIDATE'S CONTACT NUMBER:

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

SCHOOL AND CENTRE NUMBER:

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

POSTAL ADDRESS OF CANDIDATE:

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POSTAL CODE

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 / RECHECKING AND VIEWING OF SCRIPTS
FOR 2019 MAY/JUNE AET L4 EXAMINATIONS**

1. RE-MARKING OF SCRIPTS/RECHECKING OF MARKS (only one activity may be selected).

1.1 2019 MAY/JUNE AET L4 Examination candidates who wish to have scripts re-marked must submit the application form and fee of R112 per subject at the District Office on/before 16 August 2019. No late applications will be considered by the District Offices after this date.

1.2 2019 MAY/JUNE AET L4 Examination candidates who wish to have marks re-checked must submit the application form and fee of R27 per subject at the District Office on/before 16 August 2019. No late applications will be considered by the District Offices after this date.

1.3 2019 MAY/JUNE AET L4 Examination candidates who wish to have scripts viewed must submit the application form and fee of R219 per subject at the District Office on/before 16 August 2019. 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 have to capture all the applications on/before 21 August 2019 by 16H00.

4. CANDIDATE'S PERSONAL INFORMATION

SURNAME:

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FIRST NAMES:

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IDENTITY NUMBER:

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EXAM NUMBER

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

CENTRE NAME AND CENTRE NUMBER:

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POSTAL ADDRESS OF CANDIDATE:

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POSTAL CODE

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LEARNING AREA CODES	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



Isimiso eliqapambilyeni!