

No. 830

7 September 2007

DEPARTMENT OF EDUCATION**THE SOUTH AFRICAN SCHOOLS ACT, 1996 (ACT NO. 84 OF 1996) AS
AMENDED****NATIONAL POLICY REGARDING FURTHER EDUCATION AND
TRAINING PROGRAMMES: APPROVAL FOR THE POLICY AND
REGULATION CHANGES TO IMPLEMENT A COMBINED
SUPPLEMENTARY AND END-OF-YEAR SENIOR CERTIFICATE
EXAMINATION IN MAY/JUNE 2008, AND ONE MAIN EXAMINATION IN
MAY/JUNE FROM 2009 UNTIL 2011****BACKGROUND**

From 2008 the supplementary examination and the main Senior Certificate examination scheduled for February/March and October/November 2008 respectively, will be combined and written concurrently until May/June 2011.

IMPLICATIONS FOR SENIOR CERTIFICATE CANDIDATES

1. The combination of the supplementary examination and the main Senior Certificate examination has the following implications for candidates:
 - 1.1 The Senior Certificate supplementary examinations will be moved from February/March 2008 to May/June 2008.
 - 1.2 The end-of-year examination for part-time candidates will be moved from October/November 2008 to May / June 2008.
 - 1.3 The last Senior Certificate supplementary examination will be conducted in May/June 2008, thereafter only one Senior Certificate examination will be

written in May/ June, on an annual basis until 2011.

- 1.4 The registration date for the 2008 supplementary examination and for the 2008 end-of-year examination for part-time candidates moves from 15 March to 31 January 2008.
- 1.5 All candidates must have registered and sat for the Senior Certificate examination in 2007 or before to qualify for registration in the 2008 examination and/or subsequent May/June examinations.
- 1.6 Candidates who registered for the Senior Certificate examination for the first time in 2007, and who wish to enter for the 2008 and subsequent Senior Certificate examinations, will only need to prove registration in the 2007 examination.
- 1.7 Candidates registering for the May/June 2008 Senior Certificate examination as a supplementary examination will not be limited to a maximum of two subjects, as current Senior Certificate policy prescribes.
- 1.8 Candidates registering for the May/June 2008 Senior Certificate examination as a supplementary examination will be restricted to subjects for which they registered in the October/November 2007 examination sitting.
- 1.9 Candidates registering as part-time candidates for the May/June 2008 Senior Certificate must have registered for, and sat for a previous Senior Certificate examination sitting.

AMENDMENTS TO POLICIES AND REGULATIONS

I, Grace Naledi Mandisa Pandor, Minister of Education, hereby, in terms of *section 6(A) of the South African Schools Act, 1996 (Act. No. 84 of 1996)*, approve the policy and regulation changes as national education policy with the aim of implementing a combined supplementary and end-of-year Senior Certificate examination in May/June 2008, and one main examination in May/June 2011 from 2009 until 2011.

The policy and regulation changes as contained in the policy documents and set out in the Schedule, reflect:

- (a) The minimum outcomes and standards; and
- (b) The processes and procedures for the assessment of learner achievement.

The above policy and regulation changes are applicable to both public and independent schools.

GNM PANDOR, MP

MINISTER OF EDUCATION

DATE:

SCHEDULE

ANNEXURE A

**POLICY CHANGES TO THE POLICY DOCUMENT, *NATIONAL
POLICY ON THE CONDUCT, ADMINISTRATION AND
MANAGEMENT OF THE ASSESSMENT OF THE SENIOR
CERTIFICATE***

1. Repeal in the List of content:

No. 23: Supplementary examination: Norms and Standards.

2. Repeal in Definitions:

Examination Sitting is either a main examination sitting during October to November each year or a supplementary examination sitting. Examination sittings are only combined in cases where medical and/or other evidence warranting a combination of two assessment sittings is submitted to the satisfaction of the assessment body, being Umalusi, the Council for General and Further Education and Training Quality Assurance or the Matriculation Board, statutorily known as the Committee of Principals.

Replace with a new definition:

Examination Sitting is the examination sitting during May/June each year from 2008 until 2011.

3. Repeal *paragraph 12(3)*:

To qualify for matriculation endorsement, full-time candidates for the Senior Certificate must, in accordance with the matriculation endorsement requirements as stipulated in the Matriculation Endorsement and Exemption Regulations, *Government Gazette*, Vol. 426, No. 21805 of 1 December 2000, as amended in *Government Gazettes*, Vol. 448, No. 23900 of 11 October 2002 and No. 25506 of 26 September 2003, enter for at least six subjects at one and the same assessment sitting. An assessment sitting refers to the October/November assessment sitting only, but in exceptional cases candidates, who are medically unfit or absent for other valid reasons, may have the supplementary assessment regarded as part of the same sitting.

Replace it with a new *paragraph 12(3)*:

To qualify for matriculation endorsement, full-time candidates for the Senior Certificate must, in accordance with the matriculation endorsement requirements as stipulated in the Matriculation Endorsement and Exemption Regulations, *Government Gazette*, Vol. 426, No. 21805 of 1 December 2000, as amended in *Government Gazettes*, Vol. 436, No. 22731 of 12 October 2001, Vol. 448, No. 23900 of 11 October 2002 and Vol. 459, No. 25506 of 26 September 2003, enter for at least six subjects at one and the same examination sitting. An examination sitting refers to the May/June examination sitting only. For the November 2007 cohort of full-time learners the last supplementary examination sitting, will be May/June 2008.

4. Repeal *paragraph 13(5)*:

The common deadline for the registration of full-time candidates should be 15 March of the year of the examination. No registrations should be accepted after this date unless there are exceptional circumstances and the Head of Department or his or her representative approves such registration based on the exceptional circumstance. Candidates who wrote the supplementary

examination and were unsuccessful will be given 15 working days following the release of the supplementary results to register for the examination.

Replace it with a new *paragraph 13(5)*:

The common deadline for the registration of part-time candidates should be 31 January of the year of the examination. No registrations should be accepted after this date unless there are exceptional circumstances and the Head of Department or his or her representative approves such registration based on exceptional circumstance.

5. Repeal *paragraph 15(3)*:

A fee may be levied for the supplementary examination. In a case where a candidate is absent from the October/November examination owing to medical or other special reasons, the assessment fee paid for the October/November examination will be carried over to the supplementary examination.

6. Repeal *paragraph 23(1)*:

A candidate, who did not register for a subject in the November examination, may not be permitted to be examined in that subject in the supplementary examination.

7. Repeal *paragraph 23(2)*:

Only the following candidates qualify for the supplementary examination, including:

- (a) A candidate who becomes ill during the October/November examination, on condition that he/she produces a medical certificate;
- (b) A candidate who has not met the minimum promotion requirements in the examination but requires one subject to obtain a final promotion. Such a candidate may register for a maximum of two subjects;
- (c) A candidate who obtains a conditional exemption, i.e. one requirement short of a Senior Certificate with endorsement will be allowed to register for a maximum of two subjects; and
- (d) A candidate who provides documentary evidence that he/she qualifies for admission to university or any other higher education institution but does not satisfy the higher education faculty/department/subject requirements. Such a candidate will be allowed to register for a maximum of two subjects.

Replace it with a new *paragraph 23(2)*:

Only the following candidates qualify to write the May/June 2008 examination as a supplementary examination.

- (a) A candidate who becomes ill during the October/November 2007 examination, on condition that he/she produces a medical certificate;
- (b) A candidate who has not met the minimum promotion requirements in the examination but requires one or more subject to obtain a final

promotion. Such a candidate will not be limited to a pre-determined number of subjects, however, will be restricted to subjects but not the grade for which they registered in the November 2007 examination sitting.

- (c) A candidate who obtains a conditional exemption, i.e. one requirement short of a Senior Certificate with matriculation endorsement in the October/November 2007 examination, may register for the Senior Certificate examination in May/June 2008 as a supplementary examination. For this purpose, the October/November 2007 and the May/June 2008 examinations will be regarded as one examination sitting.
- (d) A candidate who provides documentary evidence that he or she qualifies for admission to university or any other higher education institution but does not satisfy the higher education faculty/department/subject requirements. Such a candidate will not be limited to a pre-determined number of subjects, however, will be restricted to subjects and grades for which they registered in the November 2007 examination sitting.
- (e) The Umalusi Council shall endorse Senior Certificates that have to be endorsed in terms of *paragraphs 3, 4 and 5* of the matriculation endorsement requirements on the first day of the month following the month in which the requirements for endorsement were satisfied, provided that in the case of a candidate who satisfied the requirements for endorsement at two or more examination sittings, the dates on which the subjects were passed at the relevant examination sittings shall also be indicated on the Senior Certificate.

8. Repeal *paragraph 23(3)*:

In the case of a death in the family or other special reasons for absence, admission to the supplementary examination is at the discretion of the Head of Department.

Replace it with a new *paragraph 23(3)*:

In the case of a death in the family or other special reasons for absence, admission to the May/June 2008 examination as a supplementary examination is at the discretion of the Head of Department.

9. Repeal *paragraph 23(4)*:

In the case where an irregularity is being investigated, provisional entry may be granted to the candidate concerned, pending the outcome of the investigation.

Replace it with a new *paragraph 23(4)*:

In the case where an irregularity is being investigated, provisional entry to the May/June 2008 examination as a supplementary examination may be granted to the candidate concerned, pending the outcome of the investigation.

10. Repeal *paragraph 23(5)*:

In cases where the reason for admission to the supplementary examination needs to be supported by documentary evidence, it is imperative that the Head of the Institution be requested to recommend or not recommend the admission of the candidate concerned.

Replace it with a new *paragraph 23(5)*:

In cases where the reason for admission to the examination of May/June 2008 as a supplementary examination needs to be supported by documentary evidence, it is imperative that the Head of the Institution be requested to recommend or not recommend the admission of the candidate concerned.

11. Repeal *paragraph 23(6)*:

Candidates must write the supplementary examination on the same grade as the grade on which the subject was examined in the November examination.

12. Repeal *paragraph 29(1)*:

(1) The Department of Education and assessment bodies must ensure that:

- (a) Examiners in the respective subjects set the question papers and prepare the memoranda for the question paper concerned, for the final and the supplementary examination as well as an additional question paper;
- (b) The October/November external question paper and the supplementary question paper are set at the same time so as to ensure that the standard of both these papers is the same;

13. Repeal *paragraph 48(1)*:

A candidate may apply for the re-marking or re-checking of his or her assessment scripts, within thirty (30) days of the official release of results by the MEC. This applies to both the October/November and supplementary examinations.

Replace it with a new *paragraph 48(1)*:

A candidate may apply for the re-marking or re-checking of his or her examination scripts, within thirty (30) days of the official release of results by the MEC. This applies to the October/November 2007 examination and the May/June 2008 examination and all subsequent Senior Certificate examinations in 2009, 2010 and 2011.

14. Repeal *No. 5 in Annexure A*:

Should no mark be received at the time of release, assessment centres will be given another opportunity to submit CASS marks together with an acceptable explanation. This must be completed within three (3) months of the publication of results or prior to the release of the next supplementary examination results, if and where applicable.

15. Repeal *No. 15 in Annexure F*:

The service contract and accompanying registration as assessment centre with the Department of Education is only valid for the year of examination as stated.

Replace it with a new No. 5

The service contract and accompanying registration as assessment centre with the Department of Education is only valid for the year of examination (inclusive of the May/June 2008 examination) as stated.

16. Repeal *No. 14 in Annexure L*:

Supplementary Examinations: Automatic registration of learners that qualify for supplementary examinations.

ANNEXURE B

**POLICY CHANGES TO THE POLICY DOCUMENT,
THE NATIONAL SENIOR CERTIFICATE: A QUALIFICATION AT
LEVEL 4 ON THE NATIONAL QUALIFICATIONS FRAMEWORK
(NQF)**

Repeal *paragraph 20(1)*:

Unsuccessful Senior Certificate candidates in the Senior Certificate examination of 2007, as well as part-time candidates enrolled for the Senior Certificate, in or prior to 2006, will be given an opportunity until March 2011 to complete the Senior Certificate programme. All Senior Certificate subjects successfully completed prior to 2006 will be recognised for the issuing of the Senior Certificate until March 2011.

Replace it with a new *paragraph 20(1)*:

Unsuccessful Senior Certificate candidates in the Senior Certificate examination of 2007, as well as part-time candidates enrolled for the Senior Certificate, will be given an opportunity until May/June 2011 to complete the Senior Certificate programme. All Senior Certificate subjects successfully completed prior to 2006 will be recognised for the issuing of the Senior Certificate until May/June 2011.

ANNEXURE C

**REGULATION CHANGES TO THE DOCUMENT, *REGULATIONS
FOR THE CONDUCT, ADMINISTRATION AND MANAGEMENT
OF THE ASSESSMENT FOR THE SENIOR CERTIFICATE,*
GOVERNMENT GAZETTE VOL. 484, NO. 28156 OF 21 OCTOBER
2005**

1. Repeal of a definition:

“Examination sitting” means a final examination sitting during October and November each year or a supplementary examination sitting;

Replace it with a new definition:

“Examination sitting” means an examination sitting during May and June each year from 2008 until 2011;

2. Repeal *paragraph 17(1)*:

(1) Examiners must perform the following functions:

- (a) Setting of question papers that are of the appropriate standard, quality and in the language of instruction as specified by the assessment body;
- (b) Drafting of -
 - (i) additional question papers; and
 - (ii) supplementary examination papers.

Replace it with a new *paragraph 17(1)*:

- (1) Examiners must perform the following functions:
 - (a) Setting of question papers that are of the appropriate standard, quality and in the language of instruction as specified by the assessment body;
 - (b) Drafting of additional question papers.

3. Repeal *paragraph 21(4)*:

Registration of Candidates

- (1) Public and private providers may register full-time or part-time candidates for the Senior Certificate examinations.
- (2) Only learners in Grade 12 may register for the Senior Certificate examinations, learners in other grades may not register for one or more subjects in Grade 12.
- (3) The closing date for registration must be on or before 15 March of the year of assessment.
- (4) Each assessment body must determine the format of the registration form and the procedure for registration including the supplementary examination.
- (5) A full-time candidate, who changes his or her registration status to part-time after the registration date, may only do so with the approval of the Head of Department.
- (6) A candidate may sit for a supplementary examination, subject to the conditions stipulated in regulation 46.
- (7) A candidate, who is unsuccessful in the supplementary examination, may register for the November examination, after the closing date for examination registration, provided this is done within 15 working days of the release of the results of the supplementary examination.

Replace it with a new *paragraph 21(4)*:

Registration of Candidates

- (1) Public and private providers may register part-time candidates for the Senior Certificate examinations.
- (2) The closing date for registration must be on or before 31 January of the year of examination.
- (3) Each examination body must determine the format of the registration form and the procedure for registration.
- (4) A candidate may sit for the May/June 2008 examination as a supplementary examination, subject to the conditions stipulated in regulation 46.
- (5) In 2009, 2010 and 2011 learners will register as part-time candidates.

4. Repeal *paragraph 25(14)*:

Completion of Mark Sheets for Internal Assessment

If no mark is received at the time of the release of the final results, the examination centre must, within three months of publication of the results or prior to the release of the next examination result, submit internal assessment marks together with an explanation from the school and an Internal Moderator's report.

5. Repeal *paragraph 37(2)*:

Release of Memoranda and Question Papers

The memoranda and question papers of the supplementary examination of the previous year must be released not more than three months after the results of the supplementary examinations are released.

6. Repeal *paragraph 42(1)*:

The Director-General, after consultation with the Heads of Departments, may determine fees for -

- (a) re-marking of answer scripts, which must be refunded to the candidate if the re-marking results in an improvement of the symbol;
- (b) supplementary examinations;
- (c) re-checking;
- (d) viewing; and
- (e) statement of results.

Replace it with a new *paragraph 42(1)*:

The Director-General, after consultation with the Heads of Departments, may determine fees for -

- (a) re-marking of answer scripts, which must be refunded to the candidate if the re-marking results in an improvement of the symbol;
- (b) re-checking;
- (c) viewing; and
- (d) statement of results.

7. Repeal *paragraph 43(1)*:

Re-checking and Re-marking of Examination Scripts

A candidate may apply for the re-checking or re-marking of his or her answer scripts for the final or supplementary examinations, within 30 days of the official date of release of results.

Replace it with a new *paragraph 42(1)*:

Re-checking and Re-marking of Examination Scripts

A candidate may apply for the re-checking or re-marking of his or her answer scripts for the May/June 2008 examinations, within 30 days of the official date of release of results.

8. Repeal *paragraph 46*.

Supplementary Examinations

- (1) A candidate who did not register for a subject in the November examination, may not be permitted to write an examination in that subject in the supplementary examination.
- (2) Only the following candidates qualify for the supplementary examination:
 - (a) A candidate who becomes ill during the October/November examination, on condition that he or she produces a medical certificate;
 - (b) A candidate who has not met the minimum promotion requirements in the examination but requires one subject to meet the full promotion requirements. Such a candidate may register for a maximum of two subjects;
 - (c) A candidate who obtains a conditional exemption, i.e. one requirement short of a Senior Certificate with endorsement. Such a candidate will be allowed to register for a maximum of two subjects;
 - (d) A candidate who provides documentary evidence that he or she qualifies for admission to university or any other higher education institution but does not satisfy the higher education faculty/department/subject requirements. Such a candidate will be allowed to register for a maximum of two subjects; and

- (e) In the case of a death in the family or other special reasons for absence, admission to the supplementary examination is at the discretion of the Head of Department.
- (3) An assessment body may permit a candidate who is unable to write the final examination due to an injury or illness or any other valid reason, to write the supplementary examination based on the following conditions:
 - (a) The candidate produces documentary evidence in support of his request and submits a copy thereof to the assessment body, within 14 days from the date on which the specific examination was written;
 - (b) The Head of the Institution countersigns the evidence; and
 - (c) The Head of the Institution makes a recommendation on whether the candidate should be permitted to write the examination.
- (4) If a candidate does not write a final examination for reasons other than an injury or illness, such as participating in international sports fixtures, the candidate may apply for special permission as stipulated in *sub-regulation (2)*. The assessment body may arrange for a special examination session or allow such candidates to write the supplementary examination.
- (5) The assessment body may provisionally grant a candidate admission to the supplementary examination in the case where an irregularity regarding the candidate is being investigated.
- (6) If in the case of *sub-regulation (5)*, the candidate is found guilty, the results of the supplementary examination are declared null and void.
- (7) A candidate may not change a subject or grade in the supplementary examination.

- (8) A candidate who did not write the examination or part thereof due to the reasons stated in *sub-regulation 2(a) and (e)*, may be granted permission to write the supplementary examination only in the paper or papers that he or she did not write.

Replace it with a new *paragraph 46*:

May/June 2008: Examinations

- (1) A full time candidate who did not register for a subject in the October/November 2007 examination, may not be permitted to write an examination in that subject in the May/June 2008 examination.
- (2) Only the following candidates qualify to write the May/June 2008 examination:
- (a) A candidate who becomes ill during the October/November 2007 examination, on condition that he or she produces a medical certificate;
 - (b) A candidate who has not met the minimum promotion requirements in the examination but requires one or more subject to obtain a final promotion. Such a candidate will not be limited to a pre-determined number of subjects, however, will be restricted to subjects but not the grade for which they registered in the November 2007 examination sitting.
 - (c) A candidate who obtains a conditional exemption, i.e. one requirement short of a Senior Certificate with matriculation endorsement in the October/November 2007 examination, may register for the Senior Certificate examination in May/June 2008 as a supplementary examination. For this purpose, the October/November 2007 and the May/June 2008 examinations will be regarded as one examination sitting;
 - (d) A candidate who provides documentary evidence that he or she qualifies for admission to university or any other higher

education institution but does not satisfy the higher education faculty/department/subject requirements. Such a candidate will not be limited to a pre-determined number of subjects, but will, however, be restricted to subjects and grades for which they registered in the November 2007 examination sitting;

- (e) In the case of a death in the family or other special reasons for absence, admission to the May/June 2008 examination as a supplementary examination is at the discretion of the Head of Department.
 - (f) The Umalusi Council shall endorse Senior Certificates that have to be endorsed in terms of *paragraphs 3, 4 and 5* of the matriculation endorsement requirements on the first day of the month following the month in which the requirements for endorsement were satisfied, provided that in the case of a candidate who satisfied, the requirements for endorsement at two or more examination sittings, the dates on which the subjects were passed at the relevant examination sittings shall also be indicated on the Senior Certificate.
- (3) An assessment body may permit a candidate who is unable to write the final October/November 2007 examination due to an injury or illness or any other valid reason, to write the May/June 2008 examination based on the following conditions:
- (a) The candidate produces documentary evidence in support of his request and submits a copy thereof to the assessment body, within 14 days from the date on which the specific examination was written;
 - (b) The Head of the Institution countersigns the evidence; and
 - (c) The Head of the Institution makes a recommendation on whether the candidate should be permitted to write the examination.

- (4) If a candidate does not write a final October/November 2007 examination for reasons other than an injury or illness, such as participating in international sports fixtures, the candidate may apply for special permission as stipulated in sub-regulation (2). The examination body may allow the candidate to register for the May/June 2008 examination as a supplementary examination.
- (5) The examination body may provisionally grant a candidate admission to the May/June 2008 examination as a supplementary examination in the case where an irregularity regarding the candidate is being investigated.
- (6) If in the case of subregulation (5), the candidate is found guilty, the results of the May/June 2008 examination are declared null and void.
- (7) A candidate may not change a subjecte in the May/June 2008 examination as a supplementary examination. The subject grade may, however be changed.
- (8) A candidate who did not write the 2007 Senior Certificate examination or part thereof due to the reasons stated in *sub-regulation 2(a) and (e)*, may be granted permission to write the May/June 2008 examination as a supplementary examination only in the paper or papers that he or she did not write.

Irregularities involving learners: Acts of Dishonesty

- (9) Repeal *Annexure A, No.(a)*:

Candidate found in possession of unauthorised material during the examination session:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (a)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.

10. Repeal *Annexure A, No. (b)*:

Candidate found in possession of unauthorised electronic device during the examination session:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (b)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.

11. Repeal *Annexure A, No. (c)*:

Candidate caught copying or obtaining help from a fellow candidate:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (c)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.

12. Repeal *Annexure A, No.(e)*:

Presentation of fraudulent identification or impersonation:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (e)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.

13. Repeal *Annexure A, No.(f)*:

Assistance provided by invigilator, teacher or principal to candidate

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (f)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.

14. Repeal *Annexure A, No.(h)*:

Two examination scripts with the same examination number:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (h)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.

15. Repeal *Annexure A, No. (j)*:

Script removed from examination room and submitted later:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (j)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.

16. Repeal *Annexure A, No. (k)*:

Submission of work that is not candidate's own work:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations, excluding the supplementary examinations.

Replace it with a new *Annexure A, No. (k)*:

The candidate may be barred from a minimum of one and a maximum of three subsequent examinations.