



Reference: 20170703-2566  
13/7/1/2  
Enquiries: NF Sobetwa-Magodla

Circular: 0021/2017  
Expiry date: 30 November 2017

To: Chief Directors; Directors (Head Office and district offices); Deputy Directors; Chief Education Specialists; Managers: Curriculum Support; Circuit Managers; Managers: Strategic Information, Governance and People Management; Managers: SLES Coordination; Assessment Coordinators; Subject Advisers and Managers of adult learning centres

Short summary: *This circular informs adult learning centres about the final timetable and arrangements for the November 2017 Adult Basic Education and Training (ABET) Level 4 examinations.*

**Subject: Final timetable and arrangements for the November 2017 Adult Basic Education and Training (ABET) Level 4 examinations**

1. Attached is the timetable for the November 2017 Adult Basic Education and Training (ABET) Level 4 examinations. The examinations will commence on 26 October 2017 and conclude on 17 November 2017. All examination sessions will start at 14:00. Failure to adhere to the examination dates and times will constitute an irregularity.
2. Quality assurance of examination procedures is essential to ensure the credibility of the examinations. This will include unannounced visits to examination centres to ensure that all examinations are conducted according to the applicable regulations. Representatives from the Western Cape Education Department (WCED), Umalusi and the Department of Higher Education and Training (DHET) will monitor the examination procedures at the examination centres. Kindly note that monitors may be allowed to monitor an examination only if they produce proof of identity and a letter authorising them to monitor on behalf of the office concerned.
3. Should a centre's examinations be conducted on the premises of a mainstream school, the centre manager must make prior arrangements for the use of the strong room, the administration section, classrooms, ablution facilities, etc.

4. The centre manager is responsible and accountable for all administrative matters pertaining to the examinations.
5. No candidate may be allowed into an examination venue unless he or she produces a letter of admission and an identity document. (Note that if a candidate is allowed to write an examination without a valid identity document and letter of admission, he or she must produce proof of identity within 24 hours. Failure to do so will constitute an examination irregularity).
6. The chief invigilator must ensure that candidates enter the examination venue 35 minutes before the official starting time of the examination session. This time is to be used as follows:
  - 6.1 The first 25 minutes must be used to settle the candidates in their correct seats, to distribute question papers and answer books and read out the examination regulations.
  - 6.2 During the remaining 10 minutes candidates must be given an opportunity to read through the question paper.
  - 6.3 No writing or making of notes is allowed at any stage during the 35 minutes. Any infringement of this rule will constitute an irregularity.
  - 6.4 Candidates must finish writing at the time indicated on the examination timetable.
7. Centre managers are requested to:
  - 7.1 provide all their teachers and candidates with the timetable as soon as possible so as to enable them to prepare for the examinations; and
  - 7.2 remind all their candidates that their identity documents and letters of admission must be produced before the commencement of each examination session in order to prevent any identity fraud.
8. Kindly bring the content of this circular to the attention of all candidates and teachers.

**SIGNED:** BK SCHREUDER

**HEAD: EDUCATION**

**DATE:** 2017-07-07

## Annexure C



### GETC: ABET LEVEL 4 NOVEMBER 2017 EXAMINATION TIMETABLE / AOS: BOOV VLAK4 NOVEMBER 2017 EKSAMEN ROOSTER

Examination Date /Eksamen Datum	Time/Tyd	Code/Kode	Learning Area Description /	Leerareabeskriving
Thursday/ Donderdag 26 / 10 / 2017	14:00 – 17:00	INCT4	Information Communication Technology L4	Inligtings Kommunikasie Tegnologie V4
Friday/Vrydag 27 / 10 / 2017	14:00 – 17:00	LIFO4	Life Orientation L4/	Lewensoriëntering V4
Monday/Maandag 30 / 10 / 2017	14:00 – 17:00	LCXH4, LCSP4, LCXI4, LCSW4, LCND4, LCZU4, LCSO4, LCVE4, LCTS4,	LLC: IsiXhosa, Sepedi, Xitsonga, Siswati, IsiNdebele L4/ LLC: IsiZulu, Sesotho, Tshivenda, Setswana L4/	TGK: IsiXhosa, Sepedi, Xitsonga, Siswati, IsiNdebele V4 TGK: IsiZulu, Sesotho, Tshivenda, Setswana V4
Tuesday/Dinsdag 31 / 10 / 2017	14:00 – 17:00	ARTC4	Arts and Culture L4/	Kuns en Kultuur V4
Wednesday/ Woensdag 01 / 11 / 2017	14:00 – 17:00	LCEN4	LLC: English L4/	TGK: Engels V4
Thursday/ Donderdag 02 / 11 / 2017	14:00 – 17:00	TECH4	Technology L4/	Tegnologie V4
Friday/Vrydag 03 / 11 / 2017	14:00 – 17:00	LCAF4	LLC: Afrikaans L4/	TGK: Afrikaans V4
Monday/Maandag 06 / 11 / 2017	14:00 – 17:00	MLMS4 MMSC4	Mathematical Literacy L4/ Mathematics and Mathematical Sciences L4/	Wiskunde Geletterdheid V4 Wiskunde en Wiskunde Wetenskappe V4
Tuesday/Dinsdag 07 / 11 / 2017	14:00 – 17:00	SMME4	Small Medium and Micro Enterprises L4/	Klein Medium en Mikro Ondernemings V4
Wednesday/ Woensdag 08 / 11 / 2017	14:00 – 17:00	TRVT4	Travel and Tourism L4/	Reis en Toerisme V4
Thursday/ Donderdag 09 / 11 / 2017	14:00 – 17:00	NATS4	Natural Sciences L4/	Natuurwetenskappe V4
Friday/Vrydag 10 / 11 / 2017	14:00 – 17:00	HSSC4	Human and Social Sciences L4/	Menslike en Sosiale Wetenskappe V4
Monday/Maandag 13 / 11 / 2017	14:00 – 17:00	EMSC4	Economic and Management Sciences L4/	Ekonomiese en Bestuurwetenskappe V4
Tuesday/Dinsdag 14 / 11 / 2017	14:00 – 17:00	AAAT4	Applied Agriculture and Agricultural Technology L4/	Toegepaste Landbou en Landbou Tegnologie V4
Wednesday/ Woensdag 15 / 11 / 2017	14:00 – 17:00	ANHC4	Ancillary Health Care L4/	Aanvullende Gesondheidsorg V4
Thursday/ Donderdag 16 / 11 / 2017	14:00 – 17:00	ECDV4	Early Childhood Development L4	Vroeë Kinderontwikkeling V4
Friday/Vrydag 17 / 11 / 2017	14:00 – 17:00	WHRT4	Wholesale and Retail L4	Groothandel en Kleinhandel V4