



**1. Iikhrayitheriya zokuqeshwa kweeModareyitha zaNgaphakathi, abaNkqubo abaziintloko, amaSekela-banqubo abaziintloko**

- 1.1 Abenzi-sicelo kwisithuba semodareyitha yangaphakathi nesomnkqubo oyintloko mababe namava okufundisa eminyaka esi-8 ubuncinane yaye babe namava eminyaka emi-5 ekufundiseni eso sifundo sichaphazelekayo kwinqanaba leBakala 12.
- 1.2 Abenzi-sicelo kwisithuba sesekela-banqubo oyintloko ubuncinane mababe namava eminyaka emi-5 njengomnkqubo neminyaka emi-2 ubuncinane njengomnkqubo omkhulu kwisifundo esenzelwa isicelo.
- 1.3 Kwimeko yabanqubo abaziintloko, amava njengomodareyitha, njengomnkqubo oyintloko okanye njengosekela-banqubo oyintloko kwiminyaka edlulileyo yimfuneko engumqathango.
- 1.4 Kwimeko yeemodareyitha zangaphakathi, amava njengomodareyitha, njengomnkqubo oyintloko kwiminyaka edlulileyo yimfuneko engumqathango.
- 1.5 Bonke abenzi-sicelo mababe ngabakhe bafundisa isifundo esichaphazelekayo kwisikolo esibhala uviwo lweNSC ubuncinane iminyaka emibini kule minyaka ilandelayo: 2013, 2014, 2015, 2016. no-2017. Kuya kukhethwa kuqala ootitshala abafundisa njengangoku i-*Curriculum and Assessment Policy Statements (CAPS)* kubaviwa beBakala 12.

**2. Iikhrayitheriya zokuqeshwa kwabanqubo**

Abenzi-sicelo mababe namava eminyaka emibini ekufundiseni eso sifundo sichaphazelekayo kwinqanaba leBakala 12. Kukwafuneka nokuba babe ngabakhe basifundisa isifundo eso ubuncinane iminyaka emibini kule ilandelayo: 2013, 2014, 2015, 2016. no-2017. Kuya kukhethwa kuqala ootitshala abafundisa njengangoku i-CAPS kubaviwa beBakala 12.

### 3. Iikhrayitheriya eziqhelekileyo ezisetyenziswa kubo bonke abenzi-sicelo

- 3.1 Bonke abenzi-sicelo mababe namabanga emfundo asemva kweSatifikethi seMatriki eminyaka emithathu, namakabandakanye isifundo esichaphazelekayo **ubuncinane esikwinqanaba lonyaka wesibini, kodwa kukhethwa ukuba sibe kwinqanaba lonyaka wesithathu.**
- 3.2 Abenzi-sicelo mababe senkonzweni kwiziko elilungiselela abaviwa iimviwo zeNSC.
- 3.3 Aba benzi-sicelo balandelayo **abasayi** kuqatshelwa ukuba bamakishe amaphepha eemviwo eNSC:
  - 3.3.1 iinqununu zezikolo okanye iinqununu ezibambeleyo zezikolo;
  - 3.3.2 abenzi-sicelo bezifundo ekungenziwa zimvavanyo zobuchule kuzo abaneminyaka engama-65 ubudala okanye abaya kuba begqiba iminyaka engama-65 ngethuba lokumakisha.
- 3.4 Abenzi-sicelo kufuneka babe bavelise ubuncinane bama-70% ereyithi yokupasa yesikolo, kuviwo lweNSC ngo-2016 kwisifundo esifundisiweyo.
- 3.5 Ukuqeshwa kweepaneli zabamakishi kuya kuqwalaselwa qho ngonyaka ukuqinisekisa ukuba amagosa angabamakishi asazifanele iikhrayitheriya zokuqeshwa.
- 3.6 Iya kupheliswa imvumelwano yengqesho yegosa elingummakishi elingasazifanele iikhrayitheriya zokuqeshwa.
- 3.7 Apho amagosa angabamakishi aqatshelwe njengasebenza ngokunganelisiyo kwiziko lokumakisha okanye ngethuba lenkqubo yokumakisha kwakhona (*re-mark exercise*) akasayi kuphinda aqeshwe kwakhona njengabamakishi.
- 3.8 Abenzi-sicelo abenza isicelo sokumakisha iPhepha 2 (IoNcwadi) kwiiLwimi kufuneka babe bawufunde wonke umsebenzi omiselweyo woviwo, kungaphelele qha kwezo ncwadi zifundwe ngabaviwa ezikolweni zabo.
- 3.9 Onke amagosa angabamakishi mabangenise kummakishi oyintloko ngosuku lokuqala lokumakisha iimpendulo ezicetyiswayo zephepha lemibuzo (*suggested answers to the question paper*) aqeshelwe ukumakisha lona. I-WCED iya kukurhoxisa ukuqeshwa kommakishi ozayo kwiziko lokumakisha engakhange abe enze ezo mpendulo zicetyiswayo zephepha lemibuzo yoviwo aqeshelwe ukulimakisha. Le mfuno ingumqathango ayibandakanyi abamakishi Bephepha 3 beemviwo zolwimi. Nakuba kunjalo, aba bamakishi mababe nolwazi nabo ngezi hloko ezivavanywe ephepheni abaqeshelwe ukulimakisha.

- 3.10 Umntu osekhefina ngeli thuba liphambi kwethuba lokumakisha nelibandakanya oko, kuya kupheliswa ukuqeshwa kwakhe njengomodareyitha, ummakishi oyintloko, usekela-mmakishi oyintloko okanye njengommakishi. Umntu oye athi ekupheleni konyaka abe esekhefina iintsuku ezingaphezu kwezingama-50 nakuye kuya kuyekiswa ukuqeshwa kwakhe. Oku kuchaphazela zonke iindidi zekhefu.
- 3.11 Uya kuyekiswa ukuqeshwa njengegosa elingummakishi umntu onqunyanyisiweyo emsebenzini ngethuba lokumakisha.
- 3.12 Umntu onelungu losapho elihlala kunye naye, elibhala uviwo lweNSC ngoNovemba 2016 akakufanele ukuqeshwa njengomodareyitha yangaphakathi, ummakishi oyintloko okanye njengosekela-mmakishi oyintloko. Ukuba umntu ololo hlobo unelungu losapho elihlala kunye naye ngalo naliphi na ithuba lomjikelo wokuqeshwa weminyaka emithathu, umntu ololo hlobo kuya kunyanzeleka ukuba abeke phantsi njengomodareyitha yangaphakathi, ummakishi oyintloko, njengosekela-mmakishi oyintloko, okanye njengommakishi omkhulu ngethuba laloo nyaka anesizalwana esibhala ngawo uviwo lweNSC. Nakuba kunjalo, umntu ololo hlobo usenokwenza isicelo sesithuba sokuba ngummakishi kweso sifundo.
- 3.13 I-WCED iya kukuyekisa ukuqeshwa kwakhe nabani na oqeshiweyo ongayenzi ngokwanelisayo imisebenzi eluxanduva lwakhe ngalo naliphi na ithuba lokumakisha kula mathuba okumakisha akhankanywe apha ngentla.



**ANNEXURE B**

**NEW APPLICANTS: APPLICATION FORM FOR MARKING OF THE NOVEMBER 2017 NATIONAL SENIOR CERTIFICATE (NSC) EXAMINATIONS**

Please complete in print or mark the appropriate block with an "X" and submit before Friday 19 May 2017

**A. Personal Details**

|   |                    |           |           |            |           |
|---|--------------------|-----------|-----------|------------|-----------|
| <b>Name of Applicant</b>  | <b>Title</b>       | <b>Dr</b> | <b>Mr</b> | <b>Mrs</b> | <b>Ms</b> |
| <b>Initials</b>   |                    |           |           |            |           |
| <b>Surname</b>  |                    |           |           |            |           |
| <b>First Name</b>   |                    |           |           |            |           |
| <b>Identity Number</b>  |                    |           |           |            |           |
| <b>Persal Number</b>  |                    |           |           |            |           |
| <b>SACE Number</b>  |                    |           |           |            |           |
| <b>Tax Number</b>   |                    |           |           |            |           |
| <b>Postal Address</b>   |                    |           |           |            |           |
|   |                    |           |           |            |           |
|   |                    |           |           |            |           |
|   | <b>Postal Code</b> |           |           |            |           |
| <b>Telephone</b>  | <b>Work</b>        |           |           |            |           |
|   | <b>Home</b>        |           |           |            |           |
|   | <b>Cell</b>        |           |           |            |           |
|   | <b>Fax</b>         |           |           |            |           |
| <b>Personal E-mail AND Work E-mail Addresses</b>  |                    |           |           |            |           |
| <b>Institution where employed</b>   |                    |           |           |            |           |
| <b>Current Post:</b> e.g. Deputy Principal, Head of Department, Teacher, Subject Advisor, Senior Curriculum Planner |                    |           |           |            |           |
| <b>If appointed as a marker, will hostel accommodation be needed during marking period?</b>                         | <b>YES</b>         |           | <b>NO</b> |            |           |
| <b>MEALS: STANDARD</b>  | <b>YES</b>         |           | <b>NO</b> |            |           |
| <b>HALAAL Only</b>  | <b>YES</b>         |           | <b>NO</b> |            |           |
| <b>VEGETARIAN</b>   | <b>YES</b>         |           | <b>NO</b> |            |           |
| <b>DIETARY PREFERENCE (Indicate nature of preference)</b>   | <b>YES</b>         |           | <b>NO</b> |            |           |

**B. Position**

Only Marker positions are vacant

|   |  |            |  |  |            |              |                      |            |            |
|---|--|------------|--|--|------------|--------------|----------------------|------------|------------|
| <b>Subject</b>  |  |            |  |  |            | <b>Paper</b> | <b>1</b>             | <b>2</b>   | <b>3</b>   |
| <b>If applying for a Language indicate the level of the language. Make an (X) on the applicable level</b> |  |            |  |  |            |              | <b>HL</b>            | <b>FAL</b> | <b>SAL</b> |
| <b>Language(s) in which you are able to mark</b>  |  | <b>ENG</b> |  |  | <b>AFR</b> |              | <b>ENG &amp; AFR</b> |            |            |

**C. Qualification**

|  |                  |                |                |                  |
|--|------------------|----------------|----------------|------------------|
| <b>Degree (Professional/Academic)</b>  | <b>Bachelors</b> | <b>Honours</b> | <b>Masters</b> | <b>Doctorate</b> |
| <b>Name of Institution</b>   |                  |                |                |                  |
| <b>Year Obtained</b>   |                  |                |                |                  |
| <b>Major Subjects and year level (1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> year level)</b> |                  |                |                |                  |
|  |                  |                |                |                  |

|   |  |
|---|--|
| <b>Diploma</b>  |  |
| <b>Name of Institution</b>  |  |
| <b>Year Obtained</b>  |  |
| <b>Major Subjects and year level (1st, 2nd or 3rd year level)</b> |  |
|   |  |

**D. Experience**

Teaching in Grade 12 (Please indicate the number of learners taught per year and the average for that subject in the NSC Examination):

| <b>Grade 12 SUBJECT (applicable to marking)</b> | <b>Year</b> | <b>No of NSC candidates taught</b> | <b>Average in the NSC examination</b> |
|---|-------------|------------------------------------|---------------------------------------|
|   | <b>2017</b> |                                    |                                       |
|   | <b>2016</b> |                                    |                                       |
|   | <b>2015</b> |                                    |                                       |
|   | <b>2014</b> |                                    |                                       |
|   | <b>2013</b> |                                    |                                       |

Previous experience as National Senior Certificate Marker (Complete table below):

| <b>Year</b> | <b>Position Held</b> | <b>Subject (Level and Paper)</b> |
|-------------|----------------------|----------------------------------|
| <b>2017</b> |                      |                                  |
| <b>2016</b> |                      |                                  |
| <b>2015</b> |                      |                                  |
| <b>2014</b> |                      |                                  |
| <b>2013</b> |                      |                                  |

**E. Declaration**

- I certify that the above information is correct and accurate. Should there be any errors or false declarations in this application, the application will be disqualified.
- I am currently teaching / appointed as Subject Adviser or Senior Curriculum Planner and have taught/facilitated the subject applied for at Grade 12 level on a full-time basis for at least two of the five years: 2017, 2016, 2015, 2014 and 2013.

- I acknowledge that the WCED will terminate my appointment contract for marking in the event that I am on leave during the period leading to marking and inclusive thereof and if my absence from work is more than 50 working days in the 2017 academic year.
- I **have/do not have** a relative (delete which is not applicable) (i.e. son, daughter, sister or brother) who is writing the November 2017 NSC examination in the subject I am applying for.
- I **have/do not have** a candidate living with me (delete which is not applicable) who is writing the 2017 NSC examination in the subject I have been appointed for.
- I am competent to mark in English only / Afrikaans only / English and Afrikaans. (delete which is not applicable) (NB - Not applicable to African language papers)
- I have attached certified copies of the following documents to the application: Identity Document, statement of academic record/transcript
- I understand that my appointment, conditions of service and remuneration will be according to the applicable legislation, rules and regulations.
- I will inform The Marking Processes Unit of any change in status (promotion, change of address, telephone, fax, etc), immediately.
- I will abide by all conditions stipulated in Assessment Management Minute Number 0010/2017
- I **have** read, made a study and am competent to mark the following prescribed networks: (applicable to Language Paper 2 markers)

|  |  |
|--|--|
|  |  |
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|  |  |

- I have taught and I am competent to mark the following sections of the History Curriculum.
- This section must be completed by all **History markers**:

|  |  |
|--|--|
|  |  |
|  |  |

|  |   |
|--|---|
| <p><b>I hereby certify that the above information is correct in all aspects.</b></p> <p>SIGNATURE OF APPLICANT: _____</p> <p>DATE: _____</p> | <p><b>I hereby certify that the above-mentioned information is correct and that the applicant is an teacher/official who has taught/advised in the subject and paper in Grade 12 for at least two of the five years: 2017, 2016, 2015, 2014 and 2013.</b></p> <p><b>PRINCIPAL / DISTRICT DIRECTOR / SUPERVISOR:</b></p> <p>SIGNATURE: _____</p> <p>NAME IN PRINT: _____</p> <p>POSITION: _____</p> <p>DATE: _____</p> <p>SCHOOL / INSTITUTION'S OFFICIAL STAMP: _____</p> |
|--|---|

The Application Form and supporting documents must be hand-delivered to:

The Head: Education  
 For attention: Mr Mark Cameron  
 Directorate: Assessment Management  
 Western Cape Education Department  
 5<sup>th</sup> Floor, Grand Central Towers  
 Lower Parliament Street  
 CAPE TOWN 8001

or (preferably) scanned and e-mailed to:  
[Exam.Marking@westerncape.gov.za](mailto:Exam.Marking@westerncape.gov.za)  
**on or before Friday 19 May 2017**

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|--|
| <p><b>NB - All new applicants <u>must</u> attach the following supporting documents to their application forms:</b></p> <ul style="list-style-type: none"> <li>• Curriculum vitae.</li> <li>• Certified copy of identity document.</li> <li>• Certified copy/copies of academic study record(s).</li> <li>• Certified copy/copies of qualification certificate(s).</li> <li>• Proof of registration with the South African Council of Educators (SACE).</li> </ul> |
|--|