



Reference: 20170327-9485
13/3/2
Enquiries: M Combrink

Examinations Administration Minute: 0002/2017

To: Deputy Directors-General; 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; Deputy Chief Education Specialists; Assessment Coordinators and Heads of public and independent examination centres

Subject: Public and independent school visits 2017

1. In terms of Regulation 27(2) of the *Regulations Pertaining to the Conduct, Administration and Management of the National Senior Certificate examination*, published in *Government Gazette* No. 37651 of 16 May 2014, "All examination centres must be evaluated by an official from the assessment body, to verify that all the necessary facilities required for conducting the examination are available at the centre."
2. Where there are repeated violations of the examination code, a centre could forfeit its examination status. Independent schools' learners will not be certified if the independent school is not accredited with Umalusi.
3. Officials from the Western Cape Education Department will contact schools to arrange a date and time for a state of readiness visit.
4. Visits will be conducted from April 2017 to September 2017.

SIGNED: T SINGH

ACTING DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT

DATE: 2017-04-03