



Reference: 20200128-3670  
File no.: 12/2/13/5  
Enquiries: District Directors

Curriculum FET Minute: DCF 0001/2020

To: Deputy Directors-General, Chief Directors, Directors, Heads: Curriculum Support, Heads: Management and Governance, Circuit Managers, Deputy Chief Education Specialists, Subject Advisers and Principals of secondary schools

**Subject: Delivery of booklets – Tips for Success for 2020 National Senior Certificate candidates**

1. The Western Cape Education Department has prepared a *Tips for Success* booklet for each of the Western Cape's 2020 National Senior Certificate (NSC) candidates to assist them with their examination preparations. The booklet provides study tips, examination tips, bursary information, a course outline for all subjects, quick response (QR) codes for all telematics videos and other useful information.
2. The booklet should be presented to each Grade 12 candidate during the first term of 2020.
3. In addition to booklets for the candidates, additional booklets per school will be included **for every Grade 12 teacher**. The booklets will be delivered by district officials to all high schools by 31 January 2020.
4. Should the number of booklets delivered to the school be incorrect, please contact your district office. Excess booklets must be returned to the district office.
5. In order for these booklets to have the desired effect of assisting candidates with their examination preparations, **it is strongly recommended that teachers mediate the content of the booklet with their Grade 12 classes** and encourage candidates to read it.
6. Past NSC examination question papers and marking memoranda can be accessed at <https://wcedonline.westerncape.gov.za/documents/Matric/matric-n/index.html>.

7. Principals are kindly requested to bring the contents of this minute to the attention of all members of staff.

**SIGNED:** PAD BEETS

**DEPUTY DIRECTOR-GENERAL: CURRICULUM AND ASSESSMENT MANAGEMENT**

**DATE:** 2020-01-28