

## RE-MARK/RECHECK OF EXAMINATION SCRIPTS

1. A candidate may apply at the prescribed fee for the re-mark/recheck of his/her examination scripts. Registration for this must be done at the District Office which serves the school the candidate has attended. Only one application form must be completed.
  2. Candidates wishing to apply for a re-mark must do so on the correct application form obtainable at the respective District Offices.
  3. The closing date for re-mark/recheck is: **10 January 2006.**
  4. Fees – R70.00 per subject – Re-mark  
R12.00 per subject – Recheck
  5. Under no circumstance will applications be accepted after **31 January 2006.**
- NB.** Results of applications received after 10 January 2006 will be delayed.
6. Candidates that have applied to have their scripts re-marked qualify to view their scripts **after** the re-mark results have been released. A fee of R150 per subject is payable.
  7. Applications for viewing of scripts must be lodged in writing with the Head of Department **within 30** days of release of the re-mark results.

**The contact details for the various District Offices are as follows: -**

<b>O BONJENI</b> (035) 8792325	UNIT A, ROOM 303 WOMBE STREET ULUNDI
<b>V RYHEID</b> (034) 9823040	V RYHEID COMP. H. S STRETCH STREET, V RYHEID
<b>E MPANGENI</b> (035) 9011428	CNR. MAXWELL STREET & HANCOCK AVE. EMPANGENI
<b>O THUKELA</b> (036) 6341780	31 BLUE STREET PIETERS, LADYSMITH
<b>U MZINYATHI</b> (034) 2192126	7 WATT STREET FORESTDALE, DUNDEE
<b>A MAJUBA</b> (034) 3284560	113 PANORAMA DRIVE LENNOXTON, NEWCASTLE
<b>U MGUNGLDLOVU</b> (033) 3425441	175 LOOP STREET PIETERMARITZBURG
<b>P ORT SHEPSTONE</b> (039) 6888696	17 ANDREASON STREET PORT SHEPSTONE
<b>K OKSTAD</b> (039) 7973819 / 3728	JY BUILDING 8 MAIN STREET , KOKSTAD
<b>U MLAZI</b> (031)3270255 / 451	1 <sup>st</sup> FLOOR MALGATE BLD. 72 STANGER STREET DURBAN
<b>P INETOWN</b> (031) 7162746	41 VOORTREKKER STREET ASHLEY, PINETOWN
<b>I LEMBE</b> (031) 3270489 / 85	2 <sup>nd</sup> FLOOR MALGATE BLD 72 STANGER STREET DURBAN

## SUPPLEMENTARY EXAMINATIONS

1. The closing date for applications to write the Supplementary Examinations is **16 January 2006.** Candidates who qualify for the Supplementary Examination may apply for a re-mark/recheck of scripts and Supplementary Examination simultaneously and not wait for the outcome of the re-mark/recheck results. All applications must be submitted to your District Office.

### **2. RULES GOVERNING ENTRY TO THE SUPPLEMENTARY EXAMINATION**

The following candidates will be allowed to write the Supplementary Examination:

#### **2.1 FULL-TIME CANDIDATES:**

- 2.1.1 Only candidates who entered for the October/November 2005 Examination qualify for the examination.
- 2.1.2 A candidate who becomes ill during the October/November Examination, on condition that he/she produces a medical certificate.
- 2.1.3 A candidate who has not met the minimum promotion requirement in the examination but requires one subject for promotion, such a candidate may register for a maximum of 2 subjects.
- 2.1.4 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.
- 2.1.5 A candidate who provides documentary evidence that he/she qualifies for admission to university or any other higher 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.
- 2.1.6 In the case of death in the family or other special reasons for absence, admission to the Supplementary Examination is at the discretion of the Head of Department.
- 2.1.7 In the case where an irregularity is being investigated, provisional entry **may** be granted to the candidate concerned, pending the outcome of the investigation.
- 2.1.8 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(school) be requested to recommend or not recommend the admission of the candidate concerned.
- 2.1.9 Candidates must write the Supplementary Examinations **on the same grade** as the grade on which the subject was examined in the October / November examination.

#### **2.2 PART-TIME CANDIDATES:**

- 2.2.1 A candidate who becomes ill during the October/November Examination will be allowed to register for the Supplementary Examination, on condition that he/she produces a medical certificate.

### **N.B. NO FEES REQUIRED FOR SUPPLEMENTARY EXAMINATION APPLICATIONS**

#### **AGGREGATE:**

1260 Marks – 1679 Marks	=	Merit Pass
1680 marks and more	=	Distinction Pass

**NB: The Head of Department reserves the final right to grant entry to the Supplementary Examinations.**