



## basic education

Department  
Basic Education  
REPUBLIC OF SOUTH AFRICA

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**TO: HEADS OF DEPARTMENT  
HEADS OF PROVINCIAL EXAMINATIONS  
HEADS OF PROVINCIAL CURRICULUM  
DISTRICT DIRECTORS  
CIRCUIT MANAGERS  
AREA MANAGERS  
SCHOOL PRINCIPALS  
TEACHER UNIONS  
SCHOOL GOVERNING BODY ASSOCIATIONS  
NATIONAL ALLIANCE OF INDEPENDENT SCHOOLS ASSOCIATION**

### **NATIONAL ASSESSMENT CIRCULAR NO. 2 OF 2024**

#### **SPECIAL MARK ADJUSTMENT AND CONDONATION DISPENSATION FOR LEARNERS IN GRADES 4–9**

1. This circular serves to inform school principals and all education managers that National Assessment Circular 5 of 2022 and National Assessment Circular 2 of 2023, pertaining to **Special Mark Adjustment and Condonation Dispensation for learners in Grades 4 -9** (attached as Annexures A and B), will be applicable to learners in Grades 4–9, in 2024 and in subsequent years.
2. The attention of school principals and education managers is specifically drawn to paragraph 3 of National Assessment Circular 2 of 2023. **Mark adjustments must also be applied to marks between 25% and 29%, where necessary.** This category of learners were specifically excluded in Circular 2 of 2023. This implies that the mark adjustments of between 1% and 5% will be applicable to marks that are between 25% and 29% for learners in Grades 4 – 9 in 2024. It is also important to note that the mark adjustments will be applicable to a

maximum of three subjects that need to be adjusted as stipulated in **Annexure C**. Please refer to **Annexure C** on the scenarios for mark adjustments.

3. School Principals were also expected to ensure that together with their School Based Support Teams (SBST), they identify early in the year, learners that are at risk of retention. Parents should have been alerted of the performance of the learner and both the school and the parent would have provided the learner with additional support. At the end of the year when the promotion and progression of learners is being determined, where there is evidence that retention of the learner will not serve the best interest of the learner, the Principal and the SBST should ensure that the learner is progressed to the next grade with support.
4. Paragraph (3) applies particularly in cases where a learner achieves a pass in most of his/her subjects and does not receive a mark adjustment or condonation as described in this circular, but he/she obtains:
  - a) below 35% in the First Additional Language; or
  - b) below 25% in two other subjects (excluding Home Language).Such a learner must be considered for a condonation in either (a) or in one of the subjects in (b), so that the learner can be progressed to the next grade, provided he/she has met all the other promotion requirements.
5. In the case of paragraph (4) above, the mark obtained by the learner in the subject must be reflected in the mark schedule and the letter "C" must be inserted next to the mark, to indicate that the mark has been condoned. The same would apply in the way the mark is reflected on the learner's report. On the learner's report the following statement must appear:

*"(List the name of the subject) mark has been condoned and the learner is progressed to the next grade"*
6. Scenarios on the adjustment of marks and the condonation of marks is included in **Annexure C**.

7. Enquiries regarding this circular can be directed to Dr M Chetty from the National Assessment unit at the Department of Basic Education via email at [chetty.m@dbe.gov.za](mailto:chetty.m@dbe.gov.za) or to provincial assessment coordinators. Your support in ensuring compliance with the contents of this circular will be greatly appreciated.



**DR GC WHITTLE**  
**ACTING DIRECTOR-GENERAL**

DATE: 31/10/24