



CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT

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ASSESSMENT INSTRUCTION NO 53 OF 2024

TO:

- DEPUTY DIRECTOR GENERALS**
- CHIEF DIRECTORS**
- DISTRICT DIRECTORS**
- CHIEF EDUCATION SPECIALISTS**
- DISTRICT HEADS OF EXAMINATIONS**
- CIRCUIT MANAGERS**
- DEPUTY CHIEF EDUCATION SPECIALISTS**
- PRINCIPALS OF PUBLIC AND INDEPENDENT SCHOOLS (FET BAND)**
- TEACHER UNIONS**
- SCHOOL GOVERNING BODIES ASSOCIATIONS**

DATE: 04 NOVEMBER 2024

EXCLUSION OF CANDIDATES FROM WRITING OF THE 2024 OCTOBER / NOVEMBER NATIONAL SENIOR CERTIFICATE EXAMINATIONS

1. It has come to the attention of the Department of Basic Education that there are cases of exclusion of candidates from writing of the 2024 October/ November examination National Senior Certificate Examination.
2. A special attention must be given to the attached **Examination Instruction 39 of 2024 issued by the Department of Basic Education.**
3. All affected parties must read the Examination Instruction and pay special attention to the contents of it and the repercussion of excluding or delaying the candidates from writing the National Senior Certificate Examination. **See attached Examination Instruction 39 of 2024.**
4. Districts are requested to ensure that this information is disseminated and reaches all the schools/examinations centres and relevant stakeholders.
5. Cooperation and adherence of all officials and stakeholders is mandatory and will be appropriated.


DEPUTY DIRECTOR GENERAL: CM&D
MR R. TYWAKADI

06/11/2024
DATE



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

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TO: HEADS OF PROVINCIAL EXAMINATIONS

EXAMINATION INSTRUCTION NO 39 OF 2024

EXCLUSION OF CANDIDATES FROM WRITING OF THE 2024 OCTOBER/NOVEMBER NATIONAL SENIOR CERTIFICATE EXAMINATIONS

1. The Department of Basic Education (DBE) has received and noted with great concern numerous complaints of the intentional exclusion of selected Grade 12 learners from writing the October/November 2024 National Senior Certificate (NSC) examinations, by school principals.
2. The reports include the following:
 - a) Disallowing of candidates who are at risk of failing the examination, from writing the examination as a strategy to present better overall school results.
 - b) Disallowing candidates from writing the examination due to disciplinary issues, including non-payment of school fees.
 - c) Delaying candidates from entering the examination room on time due to attention being given to other matters including those that are administrative in nature.
3. **Exclusion of Candidates with the sole purpose of boosting the Overall School Performance**
 - 3.1. School principals are warned that denying registered candidates access to the writing of the NSC examinations based on their poor performance, constitutes an act of misconduct. This is tantamount to School Principals implementing the Policy on Multiple Examination Opportunity (MEO) which has been abolished due to the

abuse of this policy by some school principals. It has also come to the attention of the Department that candidates are requested to absent themselves from the examination on the grounds of ill-health and medical certificates are arranged to legitimise the absenteeism. Any principal that is reported of excluding learners based on devious reasons will be subjected to disciplinary action.

4. Denying Learners access to the Writing of the Examinations due to Disciplinary Reasons or other illegitimate reasons.

4.1. School Principals are reminded that it is contrary to Policy to deny candidates access to the writing of the examination as a punitive measure to correct learner ill-discipline or due to unpaid school fees. The payment of school fees is a contractual arrangement between the parent and the school, and the learner cannot be denied access to education, in this case the writing of an examination, due to a parental obligation. In the case of ill-discipline on the part of the learner, this must be managed in terms Schools Disciplinary Code of Conduct pertaining to Learners.

5. Delaying candidates from entering the examination room due to late coming

5.1. Numerous reports have been received of candidates being kept out of the examination room due to late coming. In some instances, these candidates are only allowed to start writing after the commencement time of the question paper. This is a serious violation of the Examination Regulations and needs to cease with immediate effect as candidates are being unfairly disadvantaged.

5.2. Regulation 10(c) of the *Regulations Pertaining to the Conduct, Administration and Management of the National Senior Certificate Examinations* indicates how to manage late coming after the commencement of the examination:

10(c) Late arrival at the examination centre

- A candidate must not be admitted to the examination room should he or she arrive after the first hour of the commencement of the examination.
- A candidate who arrives within the first hour of the commencement of the examination must be allowed into the examination room but will not be allowed any additional writing time.

- 5.3. It needs to be noted that “commencement of the examination” as indicated in the regulations refers to the scheduled starting time of the paper (i.e. 09:00 or 14:00), not the time that candidates are scheduled to be seated in the examination room. Chief Invigilators must arrange to admit candidates who arrive late in terms of the seating time but are on time for the commencement of the examinations, without disrupting the pre-writing proceedings and without disadvantaging these candidates. One option is to place candidates that arrive late for the pre- writing procedures in a classroom close to the examination venue so that an invigilator can take them through the pre-examination procedures and these candidates are then admitted to the examination room before the ten minutes reading time commences. Candidates who arrive during the first hour of the commencement of the writing must be admitted into the examination room immediately as they arrive.
6. The DBE appreciates the committed efforts of School Principals and invigilators in ensuring the efficient management and administration of the October/November 2024 NSC examinations that contributes to the credibility and integrity of the examination.



DR RR POLIAH

CHIEF DIRECTOR: NATIONAL ASSESSMENT AND PUBLIC EXAMINATIONS

DATE: 01/11/2024