



**higher education
& training**

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

CHIEF DIRECTORATE: NATIONAL EXAMINATIONS AND ASSESSMENT

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TO: EXAMINATION OFFICERS
CAMPUS MANAGERS
PRINCIPALS OF PUBLIC AND PRIVATE TVET COLLEGES
SOUTH AFRICAN COLLEGE PRINCIPALS' ORGANISATION (SACPO)
HEDCOM SUB-COMMITTEE FOR EXAMINATIONS
UMALUSI
QCTO

MEMORANDUM 31 OF 2014

RELEASE OF REPORT 190/1 RESULTS

1. RELEASE OF NOVEMBER 2014 RESULTS

The quality assurance bodies responsible for TVET College qualifications have approved the release of the November 2014 examination results for Report 190/1 Engineering and Business Studies part-qualifications. Attached please find the schedule of results for your examination centre.

The Department has released all November 2014 results with exception of the following subjects due to the reasons indicated in table A and B below.

TABLE A: BUSINESS STUDIES

CODE	SUBJECT	LEVEL	REASON
10010556	Fashion Drawing N6	N6	Marking in progress
9090176	Medical Practice N6	N6	Marking in progress

TABLE B: ENGINEERING STUDIES

CODE	SUBJECT	LEVEL	REASON
11041263	Electrical Trade Theory	N3	Under investigation
11021871	Fitting and Machining Theory	N1	Under investigation
13050026	Legal Knowledge: Mines	N6	Marking in progress
13050046	Occupational Health and Safety Act	N6	Marking in progress
11020532	Patternmakers Theory	N2	Marking in progress
8190316	Plant Engineering: Factories	N6	Marking in progress
8190306	Plant Engineering: Mines and Works	N6	Marking in progress
11040012	Plant Operation Theory	N1	Under investigation
11040023	Plant Operation Theory	N3	Marking in progress
11041572	Refrigeration Trade Theory	N2	Marking in progress
8080654	Spec. Electrical Install. Codes Paper 1	N4	Marking in progress
8080644	Spec. Electrical Install. Codes Paper 2	N4	Marking in progress

The Department is busy conducting an audit on the three subjects *UNDER INVESTIGATION* and it is envisaged that the results will be released by **30 January 2015**. It is the responsibility of the examination centres to inform the affected candidates of the late release of these subject results.

The Department of Labour Directorate: Electrical and Mechanical Engineering is still busy finalising the marking of the Mechanical Engineers Government Certificate of Competency (GCC) examination scripts for Plant Engineering: Factories. These results will be released in electronic format to examination centres on **Monday, 19 January 2015**.

All affected candidates and any other candidates who do not receive their results immediately must be registered to rewrite subjects during the next examination cycle as **NO LATE ENTRIES WILL BE ACCEPTED**.

All entry forms for forthcoming examinations are available on the Department of Higher Education and Training (DHET) website.

2. HANDLING OF APPLICATIONS FOR RE-MARKS / RE-CHECKS

Examination Centres that receive applications for re-mark or re-check must ensure that the administrative fee is paid to facilitate the release of the result upon re-mark or re-check. The fee must be paid directly into the bank account of the DHET:

Account holder:	Bank	Type of account	Account no:
Department of Higher Education and Training	ABSA	Deposit Account	40-7577-9507

The following tariffs are payable for re-marks/re-check:

- R 81.00 for a re-mark
- R 14.50 for a re-check

The reference for the deposit must be: **Exam fee – Name of the college**. The TVET college should provide the Department with a copy of the deposit slip, a list of students, the applicable amount for each student and a description of the examination fee paid for which the deposit was made.

2.1 Process for Engineering N1 answer scripts

Examination centres are responsible for the re-marking / re-checking of the Engineering N1 answer scripts for the November 2014 examination cycle. All applications for re-marking/re-checking of scripts must be finalized by the examination centre within five days of receiving the application.

After the scripts have been re-marked / re-checked the examination centre must forward the application for the re-mark / re-check along with the script together with the proof of deposit via courier to **Ms M Janse Van Rensburg, Work Station FF539, Sol Plaatje Building, 222 Struben Street, Pretoria**.

The closing date for submission to the Department is **30 January 2015**. Amended marks, where applicable will be effected and released by the Department on or before **16 February 2015**.

A **register** must be compiled on the template provided and sent together with the scripts. (ANNEXURE A – N1 RE-MARK / RE-CHECK REGISTER). A separate register must be completed per qualification.

A photocopy of the remarked/rechecked script must be kept at the examination centre with the batch of scripts upon removal of the original script.

It is the responsibility of the examination centre to make a follow-up with the courier company to confirm delivery and ensure that the documentation reaches the Department on or before **16h00 on 30 January 2015**.

2.2 Process for Business Studies N4-N6 and Engineering Studies N2-N6 answer scripts

The Department will be responsible for the re-mark / re-check of Business Studies N4-N6 and Engineering Studies N2-N6 answer scripts for the November 2014 examinations cycle. All applications for re-marking/re-checking must be finalised by the examination centre by **26 January 2015** as the closing date for submission to the Department is **30 January 2015**. It is the responsibility of the examination centre to make a follow-up with the courier company to confirm

delivery and ensure that the documentation reaches the Department on or before 16h00 on 30 January 2015.

Applications and proof of payment must be submitted via courier to **Ms. M Janse Van Rensburg, Work Station FF539, Sol Plaatje Building, 222 Struben Street, Pretoria**. This documentation must reach the Department on or before 30 January 2015.

A register must be compiled on the template provided and sent together with the above mentioned documentation. (**ANNEXURE B – BUSINESS STUDIES N4-N6 AND ENGINEERING STUDIES N2-N6 RE-MARK / RE-CHECK REGISTER**). A separate register must be completed per qualification.

The re-mark / re-check application form is attached as **ANNEXURE C**

Note:

- No application for re-mark/re-check will be handled directly from candidates – all applications must come from examination centres.
- Applications received after the closing date will be deemed irregular and will not be processed. Examination centres will be responsible for refunding candidates in cases of applications submitted after closing date.
- According to national conduct policy the scripts may be destroyed 6 months after the release of results for Business Studies and 3 months for Engineering Studies.

No applications for re-mark/re-check of scripts will be accepted beyond **30 January 2015** and for review of scripts beyond **27 February 2015** for the November 2014 examination cycle.

ALL CANDIDATES WHO HAVE PENDING / OUTSTANDING RESULTS AND WHO HAVE NOT RECEIVED THE OUTCOME OF A RE-MARK / RE-CHECK PROCESS MUST BE REGISTERED FOR THE NEXT EXAMINATION CYCLE AS NO LATE ENTRIES WILL BE ACCEPTED.

The Department wishes to thank all staff at TVET Colleges for their role in conducting a successful November 2014 examination cycle.

Kind regards


Mr S Mphahlele
Director: Resulting and Certification: IT Systems
Date: 31 December 2014