Programme Types offered at Damelin Correspondence College (DCC)

1. National Qualifications are credit-bearing qualifications registered on the NQF (National Qualifications Framework) and accredited by a Quality Assurance Body, such as a SETA (Sector Education and Training Authority). A skills programme is an accredited component of a National qualification.

2. Agent Programmes are programmes for which Damelin Correspondence College offers tuition, but where DCC does not issue the final certificate. The Agent Body issues the final certificate and manages the final examinations.

3. Damelin Correspondence College Programmes are DCC’s own programmes that are not linked to the NQF and are not credit-bearing. However, they are in high demand and carry the approval of the Damelin Correspondence College Academic Board.

Damelin Correspondence College Programmes fall into four categories:

- Damelin Correspondence College Career Programmes are DCC’s own programmes that are designed to teach you the skills and knowledge to succeed in a particular career.

- Damelin Correspondence College Continuous Professional Development (CPD) Short Courses are courses that help you add to your current professional knowledge in a particular field, and hence boost your abilities within your career.

- Damelin Correspondence College Orientation Programmes are short courses that introduce you to a particular field or career and that offer you the opportunity to explore an interest or skills set without having to enrol on a full programme.

- Damelin Correspondence College Self-Employment Programmes are designed to refine your skills in a particular field of interest; to teach you how to make a living from a particular skill, interest or hobby, and to help you start your own business.
Distance learning (studying at home) is a very effective way of obtaining your High School qualification.

**Below is a guide to studying the Damelin Correspondence College way:**

- Select your course of study. Make sure that you meet the entrance requirements for this course. Feel free to contact a Student Consultant, who will answer any queries you might have. Complete the enrolment form and return it to us as soon as possible!
- After we have received your enrolment form and other necessary documentation, and if you meet the entrance requirements and the required payment has been made, your study material and textbooks will be sent to you.
- Read your textbooks carefully. They will help you develop the skills that you need to be a successful student.
- Your assessment tasks will be marked by your tutor. The graded assessment tasks with comments will be returned to you. During this time, you will be working on your next assessment task, continuing the study cycle.
- Submit your assessment tasks for marking by the dates prescribed by the College.
- Feel free to contact Damelin Correspondence College’s Call Centre (0860 41 41 41) should you require any assistance, or have any questions for a tutor. Tutors are there to give you valuable feedback in order to help you improve your results.
- Be sure to register for your examinations before the registration closing date.

**Welcome Pack**

Damelin Correspondence College offers you a welcome pack to get you started, including a year planner and important information about your course.
Making the right choice

National Senior Certificate
The National Senior Certificate (NSC) is a 3-year programme that consists of Grade 10, 11 and 12. This means that each Grade has to be completed and passed separately. A National Senior Certificate will be awarded to you after successful completion of the National Senior Certificate Grade 12 examinations. The final examinations in Grade 12 will be administered by the Department of Basic Education. The National Senior Certificate is awarded by Umalusi. (The National Senior Certificate is the minimum requirement for entrance to higher education.)

The National Senior Certificate is designed for learners residing in South Africa. All face-to-face assessments will ONLY be conducted in South Africa by a designated NSC educator in his/her subject of expertise.

International High School Qualification (IGCSE, AS and A Levels)
Students and educators have expressed the need for a wider curriculum, specifically tailored to international needs. Damelin Correspondence College offers you the opportunity of Cambridge internationally recognised learning programmes that are equivalent to Grades 10, 11 (IGCSE), Grade 12 (AS Levels) and A Levels (equivalent to year 13 internationally).

The curricula are set, and examinations administered, by the Cambridge International Examinations, who are world leaders in educational assessment.
Start your High School experience with Damelin Correspondence College by enrolling for Grade 10. This course has been designed to give you the grounding you need to embark on Grade 11.

**Entrance Requirements**

You must have a certified, official Grade 9 school report that indicates promotion to Grade 10, or a General Education and Training Certificate (GETC) for Adult Basic Education and Training (ABET), or a recognised equivalent qualification obtained at NQF Level 1.

**Course Duration**

The academic year ends 31 December 2013. Learners are required to complete ALL their assessments within a calendar year. This means that you will start your studies in January / February and write your final examinations in October / November.

Should you enrol AFTER 15 February, you may not sit for the examinations, write controlled tests or submit assessment tasks in that same year. You may however continue working through the study material, but ALL assessments may only be done the following year - the year in which you will write your final examinations.

**Subject Selection Process**

Your subject selection for Grade 10, 11 and 12 has to be the same. It is therefore important for you to give careful consideration to your subject choice in Grade 10. Make sure that you choose the subjects that you will need for the career that you want to pursue beyond Grade 12.

**Subject Selection**

**Subjects are available in English only.**

- 2 Languages from Group A must be chosen, one of which must be a Home language. See page 25 & 26 for the subjects in each group.
- Mathematics OR Mathematical Literacy AND Life Orientation are compulsory.
- Mathematical Literacy may not be chosen with Physical Sciences or Agricultural Sciences.
- Mathematics must be chosen with Physical Sciences.
- We strongly recommend that you choose Mathematics with Accounting.
Turn to page 25 & 26 for possible career paths and to choose your subjects accordingly. If you need assistance, do not hesitate to contact a Student Consultant.

**Continuous Assessment (CASS)**
- Continuous Assessment is assessment that takes place throughout the year. It consists of various types of assessment tasks such as research projects, controlled tests, investigation tasks, written reports etc.
- All assessments for Grade 10 will be internally conducted by Damelin Correspondence College.
- You will be provided with a study schedule (which can be found in your study guide) AND an assessment timetable, which will be in the enrolment pack that you will receive after enrolment. The assessment timetable will also be available on the College website.
- If you enrol in the year preceding the start of your academic year, you must contact the College for a timetable that is applicable to the year in which you will be doing your assessments.
- All continuous assessment (CASS) tasks have to be completed and submitted for marking within the timeframes prescribed by the College.
- The CASS mark contributes 25% towards your total mark and the final examination contributes 75% towards your total mark for each subject.

**Controlled Tests**
- You must write controlled tests for all the subjects that you are studying. This will be in addition to the examinations that will also be written for each subject that you are studying.
- Controlled tests are tests that take place under supervised examination conditions. It is a shorter version of an examination.
- The dates and times for controlled tests will be in your enrolment pack that you will receive after enrolment. It will also be posted on the College website. These dates and times are subject to change. You must consult the college website (www.dcc.edu.za) for the most up-to-date information.
- The college will only provide controlled test venues in major centres in each province in South Africa.
- Special arrangements cannot be made for learners who live on the outskirts of major centres.
- All controlled tests and examinations for the subjects that you are studying must be written in the same year.
- Controlled tests will NOT be in your study guide.
• You will be provided with a study schedule, which can be found in your study guide.

Life Orientation
• One of the tasks that you have to complete for Life Orientation is a Physical Education Task (PET).
• This task comprises four sections. One section will be completed for each of the 4 terms.
• You have to attend face-to-face contact sessions throughout the year, with a Life Orientation educator, for the evaluation of your Physical Education Task (PET). The mark obtained for your Physical Education Task (PET) will form part of your CASS mark. Your study guide for Life Orientation will stipulate the number of compulsory contact sessions for each section of this task.
• Life Orientation (PET) sessions will take place on Saturdays.
• The dates on which assessments for the PET task will take place will be in the Orientation Guide that will be included with your enrolment pack. The College will inform you if there are any changes to these dates. You must also check the College website regularly for the latest information available.
• It is important that you attend EVERY contact session. If you fail to attend a contact session, then you will receive a zero for that particular session. In addition to this, you will be liable for the costs incurred for the assessment.
• Additional information for the completion of this task is available from the College.

Oral Component for Languages
• You will be required to do assessments for the Oral component of the languages that you are studying. These will be face-to-face contact sessions with qualified language educators.
• The assessment for the Oral component for languages is a formal examination that is compulsory. It will form part of your CASS mark and part of your final examination mark.
• The oral examinations are part of a formal examination session and therefore it is compulsory that you attend these. Should you not attend any of the oral examinations, you will fail the entire subject and will have to repeat the subject the following year.
• The dates on which the oral examination will take place will be in the enrolment pack that you will receive after enrolment. These dates are subject to change. You must
consult the college website (www.dcc.edu.za) for the latest information available.

- Should you not be present on the day that your oral examinations take place, you will not have a complete mark for the subject and you will not be resulted for the subject. A zero mark for oral examination means that the learner will have to repeat the entire subject. When a learner fails a home language, he/she will have to repeat the home language the following year. In addition to this, you will be liable for costs incurred for this assessment.

- Venues at which oral examinations will take place will be provided by Damelin Correspondence College.

- Venues will be in major centres in South Africa only. Special arrangements cannot be made for learners who live on the outskirts of major centres.

Learner Evidence of Performance File / Portfolio

- You must, as part of your studies, compile a portfolio for each subject.

- A portfolio for a particular subject will contain all the required continuous assessment tasks/assignments that you have completed (and that have been marked by the College) for each subject.

- You must keep your portfolio for each subject neatly filed in a safe place for the duration of your studies (and at least 6 months afterwards), because the College may, at any time, request that you submit it for moderation.

- Your portfolio will be internally moderated by the College AND externally moderated by the Department of Basic Education.

Examinations

- The final examinations for grade 10 contribute 75% towards your final mark for each subject. Your progress to Grade 11 is determined by the final examination mark for each subject, as well as the marks obtained for continuous assessment.

- Your final examinations for Grade 10 will be internal examinations administered by Damelin Correspondence College.

- Your enrolment with the College and registration for examinations are two separate processes. However, the examination registration form and the enrolment form MUST be submitted to the College together. It is compulsory that you complete the examination registration form, to ensure that you are registered for the final and mid-year
examinations, controlled tests, oral examinations and Life Orientation PET sessions. Upon FINAL acceptance of your enrolment with the College, you will automatically be registered for these assessment tasks.

- The college will only provide examination venues in major centres in each province in South Africa. Special arrangements cannot be made for learners who live on the outskirts of major centres.

- **Examination fees are excluded from your enrolment fees. Examination fees are R650 per subject and are subject to change. Examination fees are payable by 31 March 2013.**

- You will be examined and assessed on prescribed literature for all languages that you select. Prescribed textbooks and additional study aids for prescribed literature are NOT included in the course. You will need to source and purchase prescribed literature textbooks and additional study aids from external suppliers or publishers.

- Upon successful completion of Grade 10, you will be issued with a progress report.

- Final examinations for Grade 10 will be conducted in October / November only.

**Minimum pass requirements**

- You need to complete all the required assessments for 7 subjects, 4 of which are compulsory subjects, and are called **fundamentals**. The other three subjects are called **electives**.

- The Fundamentals are: a Home Language, a First Additional Language, Life Orientation, Mathematics OR Mathematical Literacy.

- You need to obtain 40% for 3 subjects, one of which must be a Home Language. The other 2 can be any other 2 subjects.

- You will be required to obtain 30% for 3 other subjects.

In summary: You need to pass 3 subjects with 40% (of which one must be a Home Language) and 3 with 30%. Even though you need not meet the minimum pass requirement (30%) for the 7th subject, you MUST have completed all the continuous assessment requirements, including examinations for the 7th subject, in order to be considered for promotion to the next grade.
Grade 11 is an important stepping stone to obtaining the National Senior Certificate. It is designed to start your preparation for your final Grade 12 year.

Entrance Requirements
A certified, official Grade 10 National Senior Certificate report which indicates promotion to Grade 11.

Course Duration
The academic year ends 31 December 2013. Learners are required to complete ALL their assessments within a calendar year. This means that you will start your studies in January / February, and write your final examinations in October / November.

Should you enrol AFTER 15 February, you may not sit for the examinations, write controlled tests or submit assessment tasks in that same year. You may however continue working through the study material, but ALL assessments may only be done the following year – the year in which you will write your final examinations.

Subject Selection Process
Make sure that you select the same subjects that you selected in Grade 10, and that you will need in Grade 12 for the career path that you want to pursue.

Subjects have to be completed within an academic year.

Subject Selection
Subjects are available in English only.

- 2 Languages from Group A must be chosen, one of which must be a Home Language. See page 25 and 26 for the subjects in each group.
- Languages from Group A must be chosen, one of which must be a Home Language. See page 25 and 26 for the subjects in each group.
- Mathematics OR Mathematical Literacy AND Life Orientation are compulsory.
- Mathematical Literacy may not be chosen with Physical Sciences or Agricultural Sciences.
- Mathematics must be chosen with Physical Sciences.
- We strongly recommend that you choose Mathematics with Accounting.
Turn to page 25 and 26 to confirm your subject selection for Grade 11. If you need assistance, do not hesitate to contact a Student Consultant.

Continuous Assessment Task (CASS)

- Continuous Assessment is assessment that takes place throughout the year. It consists of various types of assessment tasks such as research projects, controlled tests, investigation tasks, written reports, etc.
- All assessments for Grade 11 will be internally conducted by Damelin Correspondence College. Your progress to Grade 12 will be determined by a CASS mark and a final examination mark.
- You will be provided with a study schedule (which can be found in your study guide) AND an assessment timetable, which will be in the enrolment pack that you will receive after enrolment. The assessment timetable will also be available on the College website.
- If you enrol in the year preceding the start of your academic year, you must contact the College for a timetable that is applicable to the year in which you will be doing your assessments.
- All continuous assessment tasks have to be completed and submitted for marking within the timeframes prescribed by the College.
- The CASS mark contributes 25% towards your total mark and the final examination contributes 75% towards your total mark.

Controlled Tests

- You must write controlled tests for all the subjects that you are studying. This will be in addition to the examinations that will also be written for each subject that you are studying.
- Controlled tests are tests that take place under supervised, examination conditions. It is a shorter version of an examination.
- The dates and times for controlled test will be in the enrolment pack that you will receive after enrolment. It will also be posted on the College website. These dates and times are subject to change. You must consult the college website (www.dcc.edu.za) for the most up-to-date information.
- The college will only provide controlled test venues in major centres in each province in South Africa.
- Special arrangements cannot be made for learners who live on
National Senior Certificate
Grade 11

the outskirts of major centres.
• All controlled tests and final examinations for the subjects that you are studying must be written in the same year.
• Controlled tests will NOT be in your study guide.
• You will be provided with a study schedule, which can be found in your study guide.

Life Orientation
• One of the tasks that you have to complete for Life Orientation is a Physical Education Task (PET).
• This task comprises four sections. One section will be completed for each of the 4 terms.
• You have to attend face-to-face contact sessions throughout the year, with a Life Orientation educator, for the evaluation of your Physical Education Task (PET). The mark obtained for your Physical Education Task (PET) will form part of your CASS mark. Your study guide for Life Orientation will stipulate the number of compulsory contact sessions for each section of this task.
• Life Orientation (PET) sessions will take place on Saturdays.
• The dates on which assessment for the PET task will take place will be in the Orientation Guide that will be included with your enrolment pack. The College will inform you if there are any changes to these dates. You must also check the College website regularly for the latest information available.
• It is important that you attend EVERY contact session. If you fail to attend a contact session, then you will receive a zero for that particular session. In addition to this, you will be liable for the costs incurred for the assessment.
• Additional information for the completion of this task is available from the College.

Oral Component for Languages
• You will be required to do assessments for the Oral component of the languages that you are studying. These will be face-to-face contact sessions with qualified language educators.
• The assessment for the oral component for languages is a formal examination that is compulsory. It will form part of your CASS mark and part of your final examination mark.
• The oral examinations are part of a formal examination session and therefore it is compulsory that you attend these. Should you not attend any of the oral examinations, you will fail the entire subject and will have to repeat the subject the following year.
• The dates on which the oral examination will take place
will be in the enrolment pack that you will receive after enrolment. These dates are subject to change. You must consult the college website (www.dcc.edu.za) for the latest information available.

- Should you not be present on the day that your oral examinations take place, you will not have a complete mark for the subject and you will not be resulted for the subject. A zero mark for oral examination means that the learner will have to repeat the entire subject. When a learner fails a home language, he/she will have to repeat the home language the following year. In addition to this, you will be liable for costs incurred for this assessment.
- If you enrol in the year preceding the start of your academic year, you must contact the College for a timetable that is applicable to the year in which you will be doing your assessments.
- Venues at which oral examinations will take place will be provided by Damelin Correspondence College.
- Venues will be in major centres in South Africa only. Special arrangements cannot be made for learners who live on the outskirts of major centres.

**Learner Evidence of Performance File / Portfolio**

- You must, as part of your studies, compile (put together) a portfolio for each subject.
- A portfolio for a particular subject will contain all the required continuous assessment tasks/assignments that you have completed (and that have been marked) for each subject.
- You must keep your portfolio for each subject neatly filed in a safe place for the duration of your studies (and at least 6 months afterwards), because the College may, at any time, request that you submit it for moderation.
- Your portfolio will be internally moderated by the College AND externally moderated by the Department of Basic Education.

**Examinations**

- The final examinations for Grade 11 contribute 75% towards your final mark. Your progress to Grade 12 is determined by the final examination mark for each subject, as well as the marks obtained for continuous assessment.
- Your final examinations for Grade 11 will be internal examinations administered by Damelin Correspondence College.
- Your enrolment with the College and registration for examinations are two separate processes. However, the examination registration form and the enrolment form MUST be submitted to the College together.
It is compulsory that you complete the examination registration form, to ensure that you are registered for the final and mid-year examinations, controlled tests, oral examinations and Life Orientation PET sessions. Upon FINAL acceptance of your enrolment with the College, you will automatically be registered for these assessment tasks.

- Examination venues will only be provided in major centres in each province in South Africa.
- Special arrangements cannot be made for learners who live on the outskirts of major centres.
- Examination fees are excluded from your enrolment fees. These examination fees are R650 per subject and are subject to change. Examination fees are payable by 31 March 2013.
- You will be examined and assessed on prescribed literature for all the languages that you select. Prescribed textbooks and additional study aids for Prescribed literature are NOT included in the course. You will need to source and purchase prescribed literature textbooks and additional study aids from external suppliers or publishers.
- Upon successful completion of Grade 11, you will be issued with a progress report.
- Final examinations for Grade 11 will be conducted in October / November.

Minimum pass requirements

- You need to complete all the assessment requirements for 7 subjects, 4 of which are compulsory subjects, and are called fundamentals. The other three subjects are called electives.
- The Fundamentals are: a Home Language, a First Additional Language, Life Orientation, Mathematics OR Mathematical Literacy.
- You need to obtain 40% for 3 subjects, one of which must be a Home Language. The other 2 can be any other 2 subjects.
- You will be required to obtain 30% for 3 other subjects.

In summary: You need to pass 3 subjects with 40 % (of which one must be a Home Language) and 3 with 30%.

These are also the minimum pass requirements to obtain the National Senior Certificate at the end of your Grade 12 year. Even though you need not meet the minimum pass requirement (30%) for the 7th subject, you MUST have completed all the continuous assessment requirements, including examinations for the 7th subject, in order to be considered for promotion to the next grade.
National Senior Certificate
Grade 12

Congratulations! You are about to enter the last and final stage of an amazing journey.

Success in your Grade 12 year will open up a myriad of new & exciting opportunities for you.

Entrance Requirements
A certified, official Grade 11 National Senior Certificate report, which indicates promotion to Grade 12.

Course Duration
The academic year ends 31 December 2013. Learners are required to complete ALL their assessments within a calendar year. This means, that you will start your studies in January / February and write your final examinations in October / November. Enrolment CLOSES 15 February 2013. No new enrolments for Grade 12 will be accepted after this date.

Subject Selection Process
Make sure that you select the same subjects that you selected in Grade 10 and 11.

Subject Selection
Subjects are available in English only.

- 2 Languages from Group A must be chosen, one of which must be a Home Language. See page 25 and 26 for the subjects in each group.
- Languages from Group A must be chosen, one of which must be a Home Language. See page 25 and 26 for the subjects in each group.
- Mathematics OR Mathematics Literacy AND Life Orientation are compulsory.
- Mathematical Literacy may not be chosen with Physical Sciences and Agricultural Sciences.
- Mathematics must be chosen with Physical Sciences.
- We strongly recommend that you choose Mathematics with Accounting.

Turn to page 25 and 26 to confirm your subject selection for Grade 12. If you need assistance, do not hesitate to contact a Student Consultant.

Continuous Assessment Task (CASS)
- Continuous Assessment is assessment that takes place throughout the year. It consists of various types of assessment tasks such as research projects, controlled tests, investigation tasks, written reports, etc.
National Senior Certificate
Grade 12

- All continuous assessments for Grade 12, which includes the mock examinations, will be conducted by the College. Your CASS marks and your final examination marks will determine whether you will qualify as a candidate for the National Senior Certificate.
- You will be provided with a study schedule (which can be found in your study guide) AND an assessment timetable, which will be in the enrolment pack that you will receive after enrolment. The assessment timetable will also be available on the College website.
- If you enrol in the year preceding the start of your academic year, you must contact the College for a timetable that is applicable to the year in which you will be doing your assessments.
- All continuous assessment tasks have to be completed and submitted for marking within the timeframes prescribed by the College.
- The CASS mark contributes 25% towards your total mark and the final examination contributes 75% towards your total mark.

Controlled Tests

- You must write controlled tests for all the subjects that you are studying. This will be in addition to the examinations that will also be written for each subject that you are studying.
- Controlled tests are tests that take place under supervised, examination conditions. It is a shorter version of an examination.
- The dates and times for controlled tests will be in the enrolment pack that you will receive after enrolment. It will also be posted on the College website. These dates and times are subject to change. You must consult the college website (www.dcc.edu.za) for the most up-to-date information.
- You must write your controlled tests and do other assessment tasks in the same year that you register to write the internal mock examination and final external examinations.
- The college will only provide controlled test venues in major centres in each province in South Africa.
- Special arrangements cannot be made for learners who live on the outskirts of major centres.
- If you do not write your controlled tests and do the other
continuous assessment tasks for all the subjects that you are studying, your CASS mark will be incomplete, and you will not be resulted by the College for your internal mock examination, nor will you be resulted for the external examination that will be conducted by the Department of Basic Education.

- You will be provided with a study schedule, which can be found in your study guide.

**Life Orientation**

- One of the tasks that you have to complete for Life Orientation is a Physical Education Task (PET).
- This task comprises three sections. One section will be completed for each of the 3 terms.
- You have to attend face-to-face contact sessions throughout the year, with a Life Orientation educator, for the evaluation of your Physical Education Task (PET). The mark obtained for your Physical Education Task (PET) will form part of your CASS mark. Your study guide for Life Orientation will stipulate the number of compulsory contact sessions for each section of this task.
- Life Orientation (PET) sessions will take place on Saturdays.
- It is important that you attend EVERY contact session. If you fail to attend a contact session, then you will receive a zero for that particular session. In addition to this, you will be liable for the costs incurred for the assessment.
- The dates on which assessment for the PET task will take place will be in the Orientation Guide that will be included with your enrolment pack. The College will inform you if there are any changes to these dates. You must also check the College website regularly for the latest information available.
- There will be a compulsory external examination hosted by the Department of Education for this subject. It is your responsibility to register with the Department of Education for this examination and arrange your own venue/school where you will write this examination. Visit the Damelin Correspondence website (www.dcc.edu.za) for more information regarding this compulsory examination session.
- The formal external examination forms part of your final mark.
- Additional information for the completion of this task is available from the College.
Oral Component for Languages

- You will be required to do assessments for the Oral component of the languages that you are studying. These will be face-to-face contact sessions with qualified language educators.

- The assessment for the oral component for languages is a formal examination that is compulsory. It will form part of your CASS mark and part of your final examination mark.

- The oral examinations are part of a formal examination session and therefore it is compulsory that you attend these. Should you not attend any of the oral examinations, you will fail the entire subject and will have to repeat the subject the following year.

- The College will appoint a qualified Grade 12 Language educator who will conduct the assessment for the oral component of the languages that you have chosen to study.

- Should you not be present on the day that your oral examinations take place, you will not have a complete mark for the subject and you will not be resulted for the subject. A zero mark for oral examination means that the learner will have to repeat the entire subject. When a learner fails a home language, he/she will have to repeat the home language the following year. In addition to this, you will be liable for costs incurred for this assessment.

- The dates on which the oral examination will take place will be in the enrolment pack that you will receive after enrolment. These dates are subject to change. You must consult the college website (www.dcc.edu.za) for the latest information available.

- If you enrol in the year preceding the start of your academic year, you must contact the College for a timetable that is applicable to the year in which you will be doing your assessments.

- Venues at which oral examinations will take place will be provided by Damelin Correspondence College.

- Venues will be in major centres in South Africa only. Special arrangements cannot be made for learners who live on the outskirts of major centres.

Learner Evidence of Performance File / Portfolio

- You must, as part of your studies, compile a portfolio for each subject.

- A portfolio for a particular subject will contain all the required continuous assessment tasks/assignments that you have completed (and that have been marked) for each subject.

- You must keep your portfolio for each subject neatly filed in a safe place for the duration of your studies (and at least 6 months after the final external examinations have been
written), because the College may, at any time, request that you submit it for moderation.

- Your portfolio will be internally moderated by the College AND externally moderated by the Department of Basic Education.

**Examinations**

- Grade 12 learners will write 2 full scale examinations: a final external examination administered by the Department of Basic Education, and an internal mock examination administered by the College.
- All examination fees are excluded from the enrolment fees.

**External Examinations**

- External Grade 12 examinations are conducted by the Department of Basic Education. You must be registered for these examinations by 15 March of the year in which you want to write the October/November final external examinations. Contact a Student Consultant for information on how to register for the final external examinations.
- An external examination process for each province is available on the College’s website (www.dcc.edu.za).
- Even though the College is providing you with the necessary guidelines on external examination registration, it is your responsibility to register for the final external examinations with the Department of Basic Education or at an external examination venue offering the NSC Grade 12 examinations, as indicated for your province.
- The examination fees for the final external examination will be determined by the examination venue at which you will write.
- You will be examined on prescribed literature for all languages that you select. Prescribed textbooks and additional study aids for prescribed literature are NOT included in the course. You will have to source and purchase prescribed literature textbooks and additional study aids from external suppliers and publishers.
- UMALUSI will issue you with a National Senior Certificate after it has been determined that you meet the minimum pass requirements for the National Senior Certificate.

**Internal Examination**

- You must write the internal mock examinations in the same year that you register to write the final external examinations.
- If you do not register for the mock examinations, your CASS mark will be incomplete, and you will not be resulted.
• The internal mock examinations are administered by Damelin Correspondence College in August/September.

• Your enrolment with the College and registration for examinations are two separate processes. However, the examination registration form and the enrolment form MUST be submitted to the College together. It is compulsory that you complete the examination registration form, to ensure that you are registered for the final and mid-year examinations, controlled tests, oral examinations and Life Orientation PET sessions. Upon FINAL acceptance of your enrolment with the College, you will automatically be registered for these assessment tasks.

• Examination venues will be provided in major centres in each province. Special arrangements cannot be made for learners who live on the outskirts of major centres.

• Examination fees are excluded from your enrolment fees. These examination fees are R650 per subject and are subject to change. Examination fees are payable by 31 March 2013.

• You will be examined and assessed on prescribed literature for all languages that you select. Prescribed textbooks and additional study aids for prescribed literature are NOT included in the course. You will have to source and purchase prescribed literature textbooks and additional study aids from external suppliers and publishers.

• The College will issue you with a progress report for the mock examinations.

NB: Registration with the College for internal examinations and registration with the Department of Basic Education for external national examinations are two SEPERATE processes.

Minimum pass requirements

• You need to complete all the assessment requirements for 7 subjects, 4 of which are compulsory subjects, and are called fundamentals. The other 3 subjects are called electives.

• The Fundamentals are: a Home Language, a First Additional Language, Life Orientation, Mathematics or Mathematical Literacy.

• You need to obtain 40% for 3 subjects, one of which must be a Home Language. The other 2 can be any other 2 subjects.

• You will be required to obtain 30% for 3 other subjects.

In summary: You need to pass 3 subjects with 40% (of which one must be a Home Language) and 3 with 30%. You may obtain less than 30% for the 7th subject, but all assessments, including all Continuous Assessment Tasks (CASS) and examinations, must have been written for the 7th subject.
Do you need credits in order to obtain your National Senior Certificate because you did not meet the minimum pass requirements in previous examination sittings? Did you complete the CASS (continuous assessment) component for all the subjects for which you have written the final external Grade 12 examinations?

You can enrol for the subjects that you wish to repeat without having to re-do the CASS component.

**Continuous Assessment**

Your continuous assessments (CASS) marks are valid until 2014. This means, that you do not have to re-do the CASS component of the subjects that you need to repeat. You need to only re-write the final external examinations for these subjects. If you do not re-write these subjects by the October / November 2014 examinations, you have to re-do the CASS component for these subjects in 2015.

**Entrance Requirements**

An official Grade 12 Statement of Results confirming the results for the subjects for which you want to enrol.

**Course Duration**

The study period may range from 12 months to 24 months, depending on the number of subjects that you wish to repeat.

**Subject Selection**

Subjects are available in English only.

You may only select subjects that you have already studied in Grade 12 (for which you have a CASS mark), and for which you wrote the external final National Senior Certificate Grade 12 examinations.

Turn to page 25 & 26 for the subject list.

**Examinations**

If you wrote the National Senior Certificate examinations administered by the Department of Basic Education, you have to ensure that you register to re-write the subjects for which you did not meet the pass requirements with your previous High School, or an examination centre for part-time NSC Grade
12 repeat candidates **before 15 March 2013**, in order for you to write during the October / November final external National Senior Certificate Grade 12 examinations. The examination fees for final external examinations will be determined by the examination venue or your previous High School at which you will write the external examinations. You will be examined on prescribed literature for the language subjects that you need to repeat. Prescribed textbooks and additional study aids for prescribed literature are NOT included in the course. You will have to source and purchase prescribed literature textbooks and additional study aids from external suppliers publishers. You also need to make sure that the prescribed books on which the examinations will be set have not changed since the last time you wrote the examinations for the language subjects that you are rewriting Umalusi will issue you with the **National Senior Certificate** once you have met the minimum pass requirements. Turn to page 23 for the minimum Higher Education admission requirements.
National Senior Certificate
Minimum Higher Education Admission Requirements.

Higher Certificate
The minimum admission requirement is a National Senior Certificate with a minimum of 30% in the language of learning and teaching of the Higher Education Institution at which you wish to pursue your studies.

The Higher Education Institution may have requirements in addition to the minimum requirements for the National Senior Certificate, that you may have to fulfill for the field of study that you wish to pursue. You may have to have a certain combination of recognised NSC subjects, and levels of achievement in those subjects, as determined by the Higher Education Institution of your choice, before being considered for further studies at a Higher Education Institution.

Diploma
The minimum admission requirement is a National Senior Certificate with a minimum of 30% in the language of learning and teaching of the Higher Education Institution at which you wish to pursue your studies. This must be coupled with an achievement rating of 3 (Moderate Achievement, 40-49%) or better, in four recognised NSC 20-credit subjects.

NB: One of the minimum requirements for obtaining a National Senior Certificate is a minimum achievement rating of 3 (Moderate achievement, 40-49%) in a Home Language.

The Higher Education Institution may have requirements in addition to the minimum requirements for the National Senior Certificate, that you may have to fulfill for the field of study that you wish to pursue. You may have to have a certain combination of recognised NSC subjects, and levels of achievement in those subjects, as determined by the Higher Education Institution of your choice, before being considered for further studies at a Higher Education Institution.

Bachelor’s Degree
The minimum admission requirement is a National Senior Certificate with a minimum of 30% in the language of learning and teaching of the Higher Education Institution at which you wish to pursue your studies. This must be coupled with an achievement rating of 4 (Adequate Achievement, 50-59%) or
better, in four subjects chosen from the recognised 20-credit NSC subject designated list below.

The Higher Education Institution may have requirements in addition to the minimum requirements for the National Senior Certificate, which you may have to fulfil for the field of study that you wish to pursue. You may have to have a certain combination of recognised NSC subjects, and levels of achievement in those subjects, as determined by the Higher Education Institution of your choice, before being considered for further studies at a Higher Education Institution.

**20-credit NSC Subjects**
(**Subjects not offered at Damelin Correspondence College**)

<table>
<thead>
<tr>
<th>Accounting</th>
<th>Information Technology **</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agricultural Science</td>
<td>Languages</td>
</tr>
<tr>
<td>Business Studies</td>
<td>Life Sciences</td>
</tr>
<tr>
<td>Consumer Studies **</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Dramatic Arts **</td>
<td>Mathematical Literacy</td>
</tr>
<tr>
<td>Economics</td>
<td>Music **</td>
</tr>
<tr>
<td>Engineering Graphic &amp; Design **</td>
<td>Physical Sciences</td>
</tr>
<tr>
<td>Geography</td>
<td>Religion Studies **</td>
</tr>
<tr>
<td>History</td>
<td>Visual Arts **</td>
</tr>
</tbody>
</table>
Career Choices

If you have decided upon a career path in one of the following fields, you may register for subjects from the following proposed lists:

SUBJECTS ARE NOT OFFERED IN AFRIKAANS ON THE NATIONAL SENIOR CERTIFICATE (GRADE 10, 11 AND 12). SUBJECTS ARE IN ENGLISH ONLY.

<table>
<thead>
<tr>
<th>LEARNING FIELDS</th>
<th>SUBJECTS</th>
<th>REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCIENCE</td>
<td>• 2 Languages</td>
<td>You must register for a total of 7 subjects and at least one language must be a Home Language.</td>
</tr>
<tr>
<td></td>
<td>• Mathematics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Life Orientation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Physical Sciences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Life Sciences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Geography</td>
<td></td>
</tr>
<tr>
<td>AGRICULTURE</td>
<td>• 2 Languages</td>
<td>You must register for a total of 7 subjects and at least one language must be a Home Language.</td>
</tr>
<tr>
<td></td>
<td>• Mathematics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Life Orientation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Agricultural Sciences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Physical Sciences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>And/Or</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Life Sciences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>And/Or</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Geography</td>
<td></td>
</tr>
<tr>
<td>HUMAN AND SOCIAL STUDIES</td>
<td>• 2 Languages</td>
<td>You must register for a total of 7 subjects and at least one language must be a Home Language.</td>
</tr>
<tr>
<td></td>
<td>• Mathematics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mathematical Literacy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Life Orientation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Geography</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• History</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Life Sciences</td>
<td></td>
</tr>
<tr>
<td>BUSINESS COMMERCE AND MANAGEMENT STUDIES</td>
<td>• 2 Languages</td>
<td>You must register for a total of 7 subjects and at least one language must be a Home Language.</td>
</tr>
<tr>
<td></td>
<td>• Mathematics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Or</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mathematical Literacy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Life Orientation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Accounting</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Business Studies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Economics</td>
<td></td>
</tr>
</tbody>
</table>
National Senior Certificate
Subject Selection for Grade 10, 11 and 12

Please choose your subjects from the table below:
SUBJECTS ARE NOT OFFERED IN AFRIKAANS ON THE NATIONAL SENIOR CERTIFICATE (GRADE 10, 11 AND 12). SUBJECTS ARE IN ENGLISH ONLY.

<table>
<thead>
<tr>
<th>LEARNING FIELDS</th>
<th>SUBJECTS</th>
<th>REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GROUP A</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMPULSORY</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUBJECTS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LANGUAGES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• English Home Language (First Language)</td>
<td>Two languages need to be chosen. At least one language must be a home language.</td>
<td></td>
</tr>
<tr>
<td>• English First Additional Language (Second Language)</td>
<td>Prescribed literature textbooks are not provided by the College and will have to be purchased.</td>
<td></td>
</tr>
<tr>
<td>• Afrikaans Huis taal (Eerste Taal)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Afrikaans Eerste Adisionele Taal (Tweede Taal)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• IsiXhosa Uliwimi Lwasekhaya (First Language) *ONLY available in Grades 10 and 11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Mathematics OR Mathematical Literacy AND</td>
<td>Choose either Mathematics OR Mathematical Literacy. You will require a Scientific non-programmable calculator for Mathematics and Mathematical Literacy.</td>
<td></td>
</tr>
<tr>
<td>• Life Orientation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GROUP B</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSINESS, COMMERCE MANAGEMENT STUDIES AND SERVICES</td>
<td>• Accounting</td>
</tr>
<tr>
<td></td>
<td>• Economics</td>
</tr>
<tr>
<td></td>
<td>• Business Studies</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HUMAN AND SOCIAL STUDIES AND LANGUAGES</th>
<th>Choose a language from this group only if it is not already chosen from Group A.</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Geography</td>
<td></td>
</tr>
<tr>
<td>• History</td>
<td></td>
</tr>
<tr>
<td>• English Home Language (First Language)</td>
<td></td>
</tr>
<tr>
<td>• English First Additional Language (Second Language)</td>
<td></td>
</tr>
<tr>
<td>• Afrikaans Huis taal (Eerste Taal)</td>
<td></td>
</tr>
<tr>
<td>• Afrikaans Eerste Adisionele Taal (Tweede Taal)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PHYSICAL, LIFE AND AGRICULTURAL SCIENCES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Agricultural Sciences</td>
<td></td>
</tr>
<tr>
<td>• Physical Sciences</td>
<td></td>
</tr>
<tr>
<td>• Life Sciences</td>
<td></td>
</tr>
</tbody>
</table>
Cambridge International General Certificate of Secondary Education (IGCSE)

The Cambridge International Examinations (CIE) IGCSE qualification is a certificate that is equivalent to the South African Grade 10 and Grade 11. It is also internationally recognised as equivalent in standard to the British GCSE and International GCE O-level (Ordinary level) examinations.

Programme Type
International General Certificate of Secondary Education is an Agent Programme.

Entrance Requirements
You must have completed Grade 9 or an equivalent qualification.

Selection Process
Your choice of subjects is crucial if you want to study further. You have to ensure that you choose subjects that will allow you entrance to the course that you wish to study at the tertiary institution of your choice.

Course Duration
The duration of your programme will be 24 months.

College Assessment
Continuous assessment through written assignments.

Examination Information
Examinations are conducted in June and November of each year, depending on your subject selection.
Examination registration closing dates are early February and late July. (Final examination closing dates will be available on the College’s website www.dcc.edu.za.)
Examination Fees: Please contact Damelin Correspondence College to confirm the examination fees.
Examinations are conducted at various examination venues in South Africa.
International learners will need to liaise with Damelin Correspondence College Examinations Department, and with a Cambridge International Examinations (CIE) venue in the country where they reside, to make the necessary arrangements for the examinations that they wish to write.

Grading
Grades will be awarded on one of seven levels (A to G) in each subject. The Highest Grade is Grade A.
IGCSE certificates list only results in all subjects in which the student has attained a Grade G or better. CIE does not combine the grades on one certificate for subjects written during separate sessions. For example: if you write 3 subjects during the June examination session and 4 subjects during the October / November examination session, you will receive 2 SEPARATE certificates for the subjects written in each of these sessions. Candidates who fail to achieve the minimum satisfactory standard of work in a subject will not be given a grade in that subject.

If you offer a subject on core level, you cannot obtain a grading higher than a C symbol. The core level is intended for students who do not wish to continue with specific courses at tertiary institutions. Should you wish to continue with higher grade studies or professional training, you must take your subjects on the extended level of IGCSE. Some subjects do not allow you to choose between either the core or the extended level.

Damelin Correspondence College only offers the Extended Syllabus.

Subject Choice
*NB.... Afrikaans 2nd Language and Developmental Studies are examined in Oct/Nov ONLY.

To obtain the full IGCSE Certificate, you must pass 7 subjects, at least 1 from each of the 5 groups listed below. Two languages must be chosen from Group 1: one must be a First Language and the other a Second Language.

Group 1:
- English 1st Language (HIGCSE material used)
- Afrikaans 2nd Language (HIGCSE material used)

Group 2:
- Development Studies
- Geography

Group 3:
- Biology

Group 4:
- Mathematics

Group 5:
- Business Studies
- Accounting
The AS and A Level qualifications are offered by Cambridge International Examinations (CIE) and enjoy widespread international recognition, with syllabi that have been specifically created for an international audience. It is recognised by global universities as equivalent in value to UK AS and A Levels. A combination of AS or A Level subjects will, upon application to the relevant accreditation bodies, give a learner a qualification equivalent to Grade 12.

A Level learners develop a deep understanding of subjects, as well as independent learning and constructive thinking skills – abilities which universities value highly.

**Programme Type**
AS and A Levels are Agent Programmes.

**Entrance Requirement**
An International General Certificate of Secondary Education (IGCSE).

**Course Duration**
The duration of the course will be up to 24 months, depending on the number of subjects selected.

**College Assessment**
Continuous assessment through written assignments.

**Examination Information**
- Examinations are conducted in October/November each year.
- Depending on the subject selection, examinations are also conducted during June of each year.
- Please bear in mind that the CIE releases their October/November results in the month of January of the following year. This may impact on your registration for a course at a tertiary institution, if the closing date for registration at that institution is before the CIE releases their results. You may then have to consider writing your examinations during the June of the previous year instead of October/November.
- If you are a learner who wants to obtain an A Level (AS + A2 = A Level) for a subject, and you want to first write and pass the AS Level examination, and then the A2 examination for that subject, you will have to write the A2
examination no longer than 13 months after the AS Level examination was written.

- Examination registration closing dates are early February and late July. (Final examination closing dates will be available on the College’s website www.dcc.edu.za.)
- Examination Fees: Please contact Damelin Correspondence College to confirm the examination fees.
- Examinations are conducted at examination venues in South Africa that will be identified by Damelin Correspondence College.
- International learners will need to liaise with the Damelin Correspondence College Examinations Department and with a CIE venue in the country where they reside, to make the necessary arrangements for the examinations that they wish to write.

Grading

- A pass mark for an AS and A level subject is a Grade A to E (Grade A being the highest grade, and Grade E being the lowest grade). An ‘ungraded’ result indicates that the learner has failed to meet the standard required for a pass on the AS and A Level.
- CIE does not combine grades on one certificate for subjects written during separate sessions. For example: If you write 3 subjects in the first year of enrolment of the course, and 2 subjects in the second year of enrolment, you will receive two SEPARATE certificates for the subjects written during the two examination sessions.

Subject Selection and Subject combinations for further studies in South Africa

The marks that you obtain for the subjects that you will be studying will determine the number of subjects that you will require on the IGCSE, AS and A Level for it to be considered for Grade 12 (Matric) equivalency. What follows is an explanation of combinations of IGCSE, AS and A Level subjects, and grades that will qualify for Grade 12 equivalency consideration.

Minimum requirements to obtain an Ordinary Matric pass

Should you wish to continue your studies at any other institution that is not a university, you will have to establish whether the institution will accept the combinations described below, and its South African equivalency, as an entrance requirement.
You have to pass 5 subjects: 3 IGCSE subjects (with a Grade A to C pass) and 2 AS Level subjects (at least a Grade E pass) or 2 HIGCSE subjects (Grade 1-3 pass).

OR

You have to pass 7 subjects: 5 IGCSE subjects (with a Grade A to E pass) and 2 AS Level subjects (at least a Grade E pass) or 2 HIGCSE subjects (Grade 1-3 pass).

A first language must be chosen when selecting your subjects.

A pass in Developmental Studies on IGCSE level will NOT be considered as a subject credit when applying to the South African Qualifications Authority (SAQA) for an equivalency certificate.

SAQA will, upon application (done independently by the learner), issue a basic Grade 12 equivalent certificate, if one of the required combinations described above is fulfilled. The combinations and grade achievement described above will not qualify you for a matriculation exemption certificate, which is required if you want to continue your studies at University.

Contact details:
SAQA Foreign Qualifications Advisory Services: 012 - 431 5070.

Matriculation Exemption

You MUST establish what the entrance requirements are for the field of study that you want to pursue BEFORE making your subject selection. It is also important to confirm with the institution at which you want to study, what grades or symbols need to be obtained in the required subjects, in order to be considered for acceptance. Many universities work on a point system that is based on the grades/symbols obtained for subjects. The options below are merely guidelines. Each university, along with their faculties, determines its own entrance requirements. There are also annual changes to these requirements, and you MUST therefore consult the university of your choice PRIOR to enrolling for this qualification.

A pass in Developmental Studies on IGCSE level will NOT be considered as a subject credit when applying to Higher Education South African (HESA) for a matriculation exemption certificate.
## Minimum Admission Requirements for Matriculation Exemption

<table>
<thead>
<tr>
<th>COMPLETE EXEMPTION</th>
<th>NUMBERS OF SUBJECTS REQUIRED</th>
<th>QUALIFICATION COMBINATIONS</th>
<th>MINIMUM GRADE REQUIRED</th>
<th>SUBJECT GROUP REQUIREMENTS</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge International A Level</td>
<td>5</td>
<td>2 Subjects at A Level PLUS 3 Subjects at GCSE</td>
<td>E</td>
<td>Learners must choose ONE subject from each of Group I, II and III at either A Level or IGCSE. The fourth and fifth subjects for either A Level or IGCSE may be taken from any of the groups.</td>
<td>More than one subject can be chosen from a group providing that the minimum requirements have been met.</td>
</tr>
<tr>
<td>Cambridge International A Level</td>
<td>4</td>
<td>3 Subjects at A Level PLUS 1 Subject at IGCSE</td>
<td>C</td>
<td>English Language (English Language curriculum is being phased out by CIE. This subject will ONLY be available until March 2013. The subject examination will take place in November 2012).</td>
<td></td>
</tr>
<tr>
<td>Cambridge International AS Level</td>
<td>5</td>
<td>4 Subjects at AS Level PLUS 1 Subject at IGCSE</td>
<td>C</td>
<td>Learners must choose ONE subject from each of Group I, II and III at either A Level or IGCSE. The fourth and fifth subjects for either A Level or IGCSE may be taken from any of the groups. English Language must be taken at AS Level.</td>
<td></td>
</tr>
<tr>
<td>Cambridge International AS Level</td>
<td>5</td>
<td>5 Subjects at AS Level (full credit)</td>
<td>D</td>
<td>Learners must achieve passes in: - English Language - at least one subject from Group II - at least one of the following subjects: Mathematics / Economics / Geography. The fourth and fifth subjects may be taken from any of the groups.</td>
<td>More than one subject can be chosen from a group providing that the minimum requirements have been met. Two examination sittings only. Where a subject is not examined in Oct/ Nov session the following or preceding June session will be regarded as the same sitting.</td>
</tr>
</tbody>
</table>
Mathematics on AS Level will only be recognised for endorsement if done on IGCSE.

AS or A Level subjects must be selected from the required number of subject groupings. See subject offering list. One of the requirements to qualify for a FULL MATRICULATION EXEMPTION (upon application to the relevant statutory body), is the offering of a First Language at AS or A Level AND a Second Language at AS or A Level (the college does not offer a second language on A Level). In other words, you MUST select a First AND a Second Language from the subject groupings. Learners who meet the grade requirements and the selection of the subjects from the required subject groupings, but have a First Language ONLY, i.e. they don’t have a Second Language, will qualify for a CONDITIONAL MATRICULATION EXEMPTION only. A conditional exemption is valid for 5 years.

In order for you to qualify for a matriculation exemption, you have to meet the necessary requirements within TWO examination sittings.

Application to HESA for a matriculation exemption certificate has to be made by the learner independently. A matriculation exemption certificate will allow access to further study at a university. However, acceptance to a faculty or course is subject to the entrance requirements set by the university.

HESA Matriculation Board contact number: 010 - 591 4401/2

Mathematics

You have to write two papers to obtain AS Level Mathematics. As a Damelin Correspondence student you have the option of choosing to write two papers from the following: Pure Mathematics 1; Pure Mathematics 2 and Probability and Statistics.

If you only want to obtain an AS Level for Mathematics, and you have no intention of continuing with Mathematics to obtain an A Level, then you may opt to write the examination for Pure Mathematics 1 and Pure Mathematics 2. However, if your intention is to obtain an A Level, you must take the Pure Mathematics 1 and Probability and Statistics option. This will mean that you will only have to write two more papers in order to obtain an A Level qualification in Mathematics.

No more than 13 months may elapse between the first AS Level examination sitting and the second A2 examination sitting if you wish to obtain an A Level in a particular subject, and you want to obtain an A Level in stages instead of obtaining it in one examination sitting.
## Subject Selection

The following information must read in conjunction with the subject Group requirements on page 32.

<table>
<thead>
<tr>
<th>SYLLABUS CODE</th>
<th>SUBJECT</th>
<th>AS LEVEL</th>
<th>A LEVEL</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>9603</td>
<td>English Language</td>
<td>Paper 1</td>
<td>Paper 2</td>
<td>English Language is ONLY available on AS Level - CIE is phasing out this curriculum and the last Examination will take place in November 2013. Subject ONLY available until March 2013.</td>
</tr>
<tr>
<td>9605</td>
<td>English Literature</td>
<td>Paper 1</td>
<td>Paper 5</td>
<td></td>
</tr>
<tr>
<td>9679</td>
<td>Afrikaans Language</td>
<td>Component 2</td>
<td>Component 3</td>
<td>Only available on AS Level</td>
</tr>
<tr>
<td>9079</td>
<td>Mathematics</td>
<td>Paper 1 Pure Mathematics 1</td>
<td>Paper 3 Pure Mathematics 1</td>
<td>When selecting Mathematics as a subject, you NEED to indicate the preferred paper selected on the enrolment form, Example: Mathematics AS Level - Pure Mathematics 1 &amp; Mechanics 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Compulsory)</td>
<td>(Compulsory)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 2 Pure Mathematics 1</td>
<td>Paper 3 Pure Mathematics 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Compulsory)</td>
<td>(Compulsory)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>AS Level ONLY</td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 4 Mechanics 1</td>
<td>Paper 5 Mechanics 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OR</td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OR</td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>9078</td>
<td>Economics</td>
<td>Paper 1</td>
<td>Paper 3</td>
<td>If not selected in Group H</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 2</td>
<td>Paper 4</td>
<td></td>
</tr>
<tr>
<td>9065</td>
<td>Geography</td>
<td>Paper 1</td>
<td>Only available on AS Level</td>
<td></td>
</tr>
<tr>
<td>9076</td>
<td>Mathematics</td>
<td>Paper 1 Pure Mathematics 1</td>
<td>Paper 3 Pure Mathematics 1</td>
<td>When selecting Mathematics as a subject, you NEED to indicate the preferred paper selected on the enrolment form, Example: Mathematics AS Level - Pure Mathematics 1 &amp; Mechanics 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Compulsory)</td>
<td>(Compulsory)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 2 Pure Mathematics 1</td>
<td>Paper 3 Pure Mathematics 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Compulsory)</td>
<td>(Compulsory)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>AS Level ONLY</td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 4 Mechanics 1</td>
<td>Paper 5 Mechanics 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OR</td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 5 Probability &amp; Statistics 1</td>
<td>Paper 7 Probability &amp; Statistics 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OR</td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 6 Probability &amp; Statistics 1</td>
<td>Paper 4 Mechanics 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>OR</td>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>9076</td>
<td>Accounting</td>
<td>Paper 1</td>
<td>Paper 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paper 2</td>
<td>Paper 4</td>
<td></td>
</tr>
<tr>
<td>9077</td>
<td>Business Studies</td>
<td>Paper 1</td>
<td>Paper 2</td>
<td></td>
</tr>
</tbody>
</table>
Take your next step now!
Follow through on your decision to enhance your life and your future prospects by enrolling for a Damelin Correspondence College High School Qualification course today!

Why study with Damelin Correspondence College?
- Quality study material designed specifically for home study.
- The freedom to study at YOUR own pace, where and when it suits YOU.
- The widest range of courses for today's world.
- Free consultations with Damelin Correspondence College's career counselling and development specialists.
- Free study choice advice from Damelin Correspondence College's Student Consultants.
- The convenience of online enrolment, contact and advice.
- Affordable, easy payment options.
- Ongoing study support and attention from qualified tutors.

Umalusi Accreditation
Damelin Correspondence College (Pty) Ltd has been awarded provisional accreditation by Umalusi. Umalusi is the Council for Quality Assurance in General and Further Education and Training in South Africa - see www.umalusi.org.za.
Umalusi Provisional Accreditation No.: FET 00475 PA.

DHET Registration
Damelin Correspondence College (Pty) Ltd has been granted provisional registration by the Department of Higher Education and Training as a private FET College, until 31 December 2014.
Provisional Registration No. 2008/FE07/037 - see www.dhet.gov.za.
For further information please refer to our website: www.dcc.edu.za.
Damelin Correspondence College (Pty) Ltd is committed to meeting legislative requirements regarding accreditation and registration of private education and training providers in South Africa.

Wishing you every success in your studies and your future!

Ajanth Choudhree
Damelin Correspondence College General Manager
### Gauteng

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pretoria</td>
<td>PO Box 1322, Pretoria, 0001 Shop 5, 273 Thabo Sehume (Andries) Street</td>
<td>+27 12 352 9111</td>
</tr>
<tr>
<td>Centurion</td>
<td>Eco Boulevard, 270 Witch-Hazel Avenue Eco Park, Centurion, 0046</td>
<td>+27 12 661 3311</td>
</tr>
<tr>
<td>Midrand</td>
<td>15 Kirin Place, Monlyn Pretoria, 0028</td>
<td>+27 12 471 3300</td>
</tr>
<tr>
<td>Benoni City</td>
<td>61 Princes Avenue, Benoni</td>
<td>+27 11 749 2000</td>
</tr>
</tbody>
</table>

### Mpumalanga

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nelspruit</td>
<td>25 Brown Street, 1200</td>
<td>+27 13 752 2400</td>
</tr>
<tr>
<td>Ermelo</td>
<td>Shop no 40, Ermelo Mall, 50A De Jager St</td>
<td>+27 17 811 2100</td>
</tr>
</tbody>
</table>

### Free State

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phuthaditjaba</td>
<td>Shop 16, Mandela Park Shopping Centre 1029 Mota Road, Witsieshoek, Qwa-Qwa</td>
<td>+27 58 713 1343</td>
</tr>
</tbody>
</table>

### Western Cape

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cape Town</td>
<td>PO Box 4183, Cape Town, 8024 Shop 34, Matroel Centre, 62 Strand Street, 8001</td>
<td>+27 21 417 8160</td>
</tr>
</tbody>
</table>

### Eastern Cape

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port Elizabeth</td>
<td>PO Box 27067, Greenacres, 6057 246 Cape Road, Milnupark, 6061</td>
<td>+27 41 363 0877</td>
</tr>
</tbody>
</table>

### Limpopo

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polokwane</td>
<td>Shop 4, Spar Centre, Car of Biccard and Thabo Mbeki streets</td>
<td>+27 15 291 4223</td>
</tr>
</tbody>
</table>

### KwaZulu-Natal

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Durban</td>
<td>PO Box 2553, Durban, 4000 325 Anton Lembets (Smith) Street Durban, 4001</td>
<td>+27 27 374 9790</td>
</tr>
<tr>
<td>Estcourt</td>
<td>1st Floor, Shop no 5, Enterprise Building, 74 Harding Street</td>
<td>+27 36 352 5748</td>
</tr>
<tr>
<td>Richmond</td>
<td>Shop 25, Richmond Shopping Centre</td>
<td>+27 33 212 3948</td>
</tr>
<tr>
<td>Richards Bay</td>
<td>Shop 31, Bellingham Park Building/ Mall, Penny Lane</td>
<td>+27 35 789 0550</td>
</tr>
<tr>
<td>Port Shepstone</td>
<td>24 Aiken Street</td>
<td>+27 39 682 1481</td>
</tr>
<tr>
<td>Pietermaritzburg</td>
<td>257 Church Street, Compens Building</td>
<td>+27 33 345 1664</td>
</tr>
<tr>
<td>Vryheid</td>
<td>188 Kirk Street, Koepmans Building Vryheid, 3100</td>
<td>+27 34 980 9920</td>
</tr>
<tr>
<td>Malmotth</td>
<td>Shop 22, Malmotth Shopping Centre 10 Opposition Street</td>
<td>+27 35 450 7979</td>
</tr>
</tbody>
</table>

### Namibia

<table>
<thead>
<tr>
<th>Region</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Windhoek</td>
<td>Shop 17, M Floor, 3PL House 260 Independence Ave. Windhoek</td>
<td>+264 61 308 334</td>
</tr>
</tbody>
</table>