

March 2011

ATT: Exam Centre / District Office

Dear Sir/Madam

This letter serves to confirm that Damelin Correspondence College will manage the CASS/SBA (Continuous Assessment/School Based Assessment) component for all the subjects that the learner (Name of the learner)..... ID number: ..... will be writing during the October/November 2011 Grade 12 National Senior Certificate examinations. Damelin Correspondence College will forward the CASS/SBA marks to the Provincial Department of Basic Education, as well as manage any other process relating to SBA. This is the same process that was followed in 2010 for Damelin Correspondence College Grade 12 candidates.

This learner must furnish you with a Grade 10 and Grade 11 report that confirm that he/she met the minimum pass requirements for these grades. Please also attach this letter to the learner's registration form.

Thank you for accommodating this learner, as a part-time Grade 12 NSC candidate at your institution. Should you as the exam centre or District Office require further clarity please call Ms. Stephanie Barnard on 021 417 8552.

Kind regards



D. Assure  
Academic School Head