Dear learner

There are a number of significant changes in the way in which the College will be conducting the National Senior Certificate programme for which you are enrolled. These changes will affect you and will take effect by February 2011.

1. Structured learning programme

The National Senior Certificate programme for Grade 10, 11 and 12 will follow a structured programme. The academic year will start at the beginning of the year and end in December; and will be structured in terms (Term 1 to Term 4).

Learners will have to submit assessment tasks and write controlled tests for each term on dates determined by the College. The submission dates for assignments and controlled test session dates are provided in the Orientation Guide in the enrolment pack that learners receive upon enrolment or when updated study material is received. This information is also available on the College website.

2. Controlled test and Examination venues

The College will identify venues at which controlled tests, midyear examinations and final examinations will take place. Invigilators will be appointed by the College. You will receive a controlled test and exam entry form that contains a list of these venues. You will be required to indicate your choice of venue on the exam entry form and return it to the College.

3. Oral Examinations

The College will appoint a qualified educator to do the assessment for the oral component for languages at a venue identified by the College. The date on which these examinations will take place is given in the Orientation Guide, as well as on the College website. You will receive a list of these venues, and you will be required to indicate your choice of venue on the same exam entry form that will be sent to learners for the registration of examinations and controlled tests. Dates and venues will be confirmed one month before the assessment is to take place.

4. Midyear Examinations and Final Examinations

Midyear examinations will be conducted during June. (Note: these are not final examinations.) Final examinations for Grade 10 and 11 will be conducted during the October/November session.

5. Life Orientation – Physical Education Task (PET)

Learners will have face-to-face contact sessions with a Life Orientation educator throughout the year to complete the physical education task. Assessment for this task will take place during each of the terms for the year.

6. Update of study material

The study material for Grade 10, 11 and 12 has been updated to address the recent curriculum changes that have taken place. All learners should receive study material that has been updated. However, we are aware that there are learners who has started Grade 10 or 11 in 2009 or early 2010 and who are in possession of study material that has not been updated to reflect the recent curriculum changes. We want to offer these learners a final opportunity to complete their Grade 10 or Grade 11 learning programme using the ‘old’ learning material.
What does this mean?

The last examination for learners who want to complete subjects using the ‘old’ study material will be in May/June 2011. There will not be another opportunity to write final examinations on the ‘old’ study material. After this, final examinations will only be written during the October/November session, and these examinations will be based on updated study material.

Learners who want to write the examinations for Grade 10 and 11 subjects (based on the ‘old’ learning material) will have to write the controlled tests for these subjects on the days and times stipulated by the College. The timetable for these controlled tests will be forwarded to learners who indicate that they want to write the final examinations during the May/June examination session, in order to complete subjects on which they are already enrolled.

As a last opportunity, and for these learners only, private invigilation for controlled tests will be allowed on condition that the application and approval process of the College is followed. Going forward, controlled tests will be written at a venue identified by the College, and invigilation will be done by individuals affiliated to the College.

The May/June final examinations will take place at a venue identified by the College. If you wish to write examinations (that will be based on the ‘old learning material) in the May/June session, please complete the Exam Entry Form for Grade 10 and 11 learners that has been included with this communication. The Exam Entry Form must be returned to the College by the 31st of March 2011.

Submission of Assignments

In order for you to complete Grade 10 and 11 subjects, all assignments for these subjects have to be with the College for marking by 3 May 2011. If there is one or two assignments that you have not submitted for a particular subject, by this date, you will be awarded a zero for these assignments; and you will still be allowed to write the examination for this subject. However, if you did not submit any of the assignments, or write any of the controlled tests for a particular subject, the College will not be able to give you a final result for this subject – even if you wrote the examinations for this subject. You will have to re-enroll or repeat this subject in the next academic year.

What are your options?

Option 1 – all subjects on the ‘old’ programme
You may opt to submit all outstanding assignments for ALL 7 subjects on which you are enrolled, complete the controlled tests and write final examinations in May/June that will be based on the old study material.

Should you not meet the pass requirements for these subjects, you will have to repeat the/these subject(s) in 2012 following the new structure for the NSC. Should you meet the pass requirements for this Grade after having written the May/June examinations, you will only be able to continue with the following grade in 2012.

Option Two - some subjects on the ‘old’ programme and some on the new programme
If you are enrolled for 7 subjects, you may opt to complete some of your subjects following the process that have been proposed above for learners who are in possession of the ‘old’ study material.

The remainder of the subjects may be updated to the new programme structure. The College will send you the updated study material and study programme for these subjects.

If you planned to complete your Grade over two years and enrolled for fewer than 7 subjects, you may choose to complete these subjects in May/June – subject to the conditions in this communication -and enroll for the remaining subjects on the new programme for which the academic programme will start in 2012.

Option Three - all subjects on new programme
You may choose to follow the new programme structure for ALL of the subjects on which you are enrolled. The College will send you the updated study material and study programme for these subjects.
Cost: updated study material

Learners who enrolled on the National Senior Certificate programme in 2009, who are still within contract period, who opt NOT To write the final examinations in June as a last opportunity, will have to pay for updated study material. The cost attached to an update will be R550 per subject. Learners who enrolled in 2010 will receive updated study material at no cost.

Included with this communication is a form that you need to complete that will indicate what option you have chosen. Please complete this form and return it to the College via fax or email by the 7th of March 2011.

You have to assess how much of the content you have covered for each of the subjects for which you are enrolled, and whether you will be able to submit outstanding assignments and write controlled tests and final May/June examinations before you make a decision.

Should you decide that you want to attempt to complete a subject or subjects in May/June, but realise later that this is not achievable, you will only be allowed to complete this/these subject(s) in 2012. You will have to follow the new structured programme with its accompanying adapted processes.

If you require further clarity please contact our Student Services Department on 0860 41 41 41.

Yours sincerely

Examinations Department