



higher education  
& training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA

**CHIEF DIRECTORATE: NATIONAL EXAMINATIONS AND ASSESSMENT**

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**TO: REGIONAL OFFICIALS: DHET  
PRINCIPALS OF PRIVATE & PUBLIC TVET COLLEGES  
CAMPUS MANAGERS  
ACADEMIC HEADS OF DEPARTMENTS  
EXAMINATION OFFICERS**

**MEMORANDUM TE15 OF 2023 – EXAMINATION INSTRUCTIONS SEPTEMBER 2022 TO BE IMPLEMENTED FOR TRIMESTER 1 ENGINEERING EXAMINATIONS 2023**

The *National Policy Pertaining to the Conduct, Administration and Management of the Examinations of Colleges Established, Declared or Registered in terms of the Continuing Education and Training No. 16 of 2006 (Gazette: Vol. 45649, Pretoria 17 December 2021)*, provides and prescribes the functions of the Chief Directorate: National Examinations and Assessment (CD: NEA), Examination Officials, Chief Invigilators and Invigilators on the conduct of examinations. One such function is the training regarding procedures and processes of conducting national examinations in order to promote the integrity of the external examinations and assessment inclusive of improving the quality and quantity of audits at examination centres.

The Examination Procedures and Instructions - September 2022 will be utilised to assist all colleges to implement successfully the prescriptions of the new examination policy. All these should lead to an improved conduct of the examinations with integrity, credibility and greater fairness in a safe and conducive environment.

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The Examination Procedures and Instructions September 2022 are still applicable and are mandatory to all officials involved in the examinations and assessment processes.

Unless approved by the Chief Directorate: National Examinations and Assessment, no deviation is expected from any of the processes stipulated in the Examination Procedures.



**MSVM TSHETLO**

**Chief Director: National Examinations and Assessment**

Date:

24/03/2023

