



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

CHIEF DIRECTORATE: NATIONAL EXAMINATIONS AND ASSESSMENT

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To: CAMPUS MANAGERS
EXAMINATION OFFICERS
ACADEMIC HEADS / DEPUTY PRINCIPALS (ACADEMIC)
PRINCIPALS OF PUBLIC TVET COLLEGES AND PRIVATE COLLEGES
SOUTH AFRICAN COLLEGE PRINCIPALS' ORGANISATION (SACPO)
UMALUSI
DHET MANAGERS
REGIONAL TVET MANAGERS

MEMORANDUM TE04 OF 2026

RELEASE OF 202511 NC (V) L2-4 EXAMINATION RESULTS

The quality assurance body responsible for TVET College qualifications has approved the release of the November 2025 examination results for National Certificate (Vocational) with certain prescribed conditions as detailed in the Umalusi release letter. The department reserves the right to enforce these conditions which might include the withdrawal of results due to certain types of Irregularities as provided in its policy provisions. Attached please find the schedule of results for your Examination Centre.

The final date to submit the Declaration, **Annexure A**, to acknowledge receipt of results is 23 January 2026.

The final date to submit the Declaration, **Annexure B**, to acknowledge receipt of the Statements of Results is 02 February 2026.

1. MOP-UP PROCESS OF THE NOVEMBER 2025 EXAMINATIONS

The centres with the outstanding results are requested to submit all the official mark sheets and evidence for affected subjects on or before 10H00 on 13 February 2026 to relevant official managing your examination centre as outlined in **Annexure F**. It remains the responsibility of the examination centre to confirm with the relevant staff member whether the relevant mark sheets and supporting documentation were received by the Department on time.

If candidates were enrolled, but did not sit for the examination, kindly forward the mark sheets indicating an absent mark for the external summative assessment component. Outstanding marks will prevent the consolidation of records to create certificates. Outstanding marks will prevent entry to the supplementary examination and also the consolidation of records to create certificates.

2. 202603 SUPPLEMENTARY EXAMINATION

The closing date for the supplementary examination at the colleges is 21 January 2026. All registration txt files for the entered candidates must reach the Department on or before 23 January 2026.

Note that NO preliminary entry schedules for supplementary examination cycles and NO late entries will be accommodated.

3. NOVEMBER 2026 EXAMINATION

The closing date for entries to the November 2026 examination at examination centres to be submitted to the CD: NEA is on the 08 May 2026.

The internal preliminary entry processes must be concluded at the examination centre prior to submitting to the CD: NEA.

Kindly be referred to TE Memo 21 of 2022. Only ONE preliminary entry schedule will be accepted.

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

The closing date for remarks/rechecks at the college is 27 January 2026 to be submitted to the CD: NEA on 02 February 2026.

Examination Centres that receive applications for re-mark or re-check must ensure that candidates **pay the administrative fee to DHET account** to facilitate the release of the result upon re-mark or re-check. **The candidate's examination number (ID number) must be written as a reference for the payment on the deposit slip.** Bank account of the Department of Higher Education and Training are as follows:

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

3.1 Process for NC (V) Level 2-3 answer scripts

Examination Centres are responsible for the re-marking / re-checking of the NC (V) Level 2-3 answer scripts for the November 2025 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 original 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.**

A register must be compiled on the template provided and sent together with the scripts. (**ANNEXURE E – NC (V) LEVEL 2/3 RE-MARK / RE-CHECK REGISTER**).

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 02 February 2026.

3.2 Process for NC (V) L4 answer scripts

The Department will be responsible for the re-mark / re-check of NC (V) L4 answer scripts for the November 2025 examination cycle. All applications for re-marking/re-checking must be finalised by the examination centre in time as the closing date for submission to the Department is **02 February 2026**

Applications, accompanied by proof of deposit 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 **02 February 2026**.

The Department will not take responsibility for re-mark/re-check applications that are lost or received late because they were sent to other DHET officials instead of **Ms M Janse Van Rensburg**.

A register must be compiled on the template provided and sent together with the mentioned documentation. (**ANNEXURE D – NC (V) L4 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**.

Applicants must attach a copy of results reflecting that they did write and get results for the subject(s) to be re-marked/re-checked.

NOTE:

- No application for re-mark/re-check will be handled directly from candidates – all applications must come from examination centres. Faxed or emailed applications will not be processed.
- Re-mark /re-check application forms received without proof of payment or copy of results will not be processed.
- In addition to the application form and proof of deposit and copy of results, re-mark /re-check applications for NC (V) Level 2-3 must be accompanied by the re-marked/re-checked answer scripts.
- 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 NC (V) and Business Studies and 3 months for Engineering Studies.

The Department wishes to thank all staff at TVET Colleges for their role in conducting a successful November 2025 examination cycle.

Kind regards



Dr D Ramoroka

Acting Chief Director: National Examinations and Assessment

Date: 08 / 01 / 2026

ANNEXURE F: NATIONAL CERTIFICATE (VOCATIONAL) UNIT

NAME	CONTACT DETAILS	EXAMINATION CENTRES
Mr J Bukes	(012) 357 3956 Bukes.j@dbe.gov.za 067 198 9122	Unit Manager
Mr G Moremi (Senior Admin Officer)	(012) 357 3981 081 231 2275 / Moremi.g@dbe.gov.za	KZN: 5501 - 5593
Mr M Groenewald (Admin Officer)	(012) 3573972 081 724 2571 / Groenewald.m@dbe.gov.za	Eastern Cape
Ms M Moshokoa (Chief Admin Clerk)	(012) 3573975 069 314 2467 / Moshokoa.m@dbe.gov.za	Gauteng: 0801 to 0899
Mr L du Plooy (Senior Admin Clerk)	(012) 3573977 Fax: 0867140179 / duPlooy.l@dbe.gov.za	Limpopo
Mrs A Nel (Senior Admin Clerk)	(012)3573968 069 249 1817 / Nel.a@dbe.gov.za	Western Cape
Mr M Ramalekana (Senior Admin Clerk)	(012)3573971 067 608 2946 / Ramalekana.m@dbe.gov.za	North West Northern Cape
Ms I Baloyi (Senior Admin Clerk)	(012) 357 3988 069 480 4865 / Baloyi.in@dbe.gov.za	KZN: 0501 - 0565
Ms O Moeketsi (Senior Admin Clerk)	(012) 357 3989 081 769 1011 / Moeketsi.o@dbe.gov.za	Gauteng 5801 to 5899
Ms M Makena (Senior Admin Clerk)	(012) 357 3211 / Makena.m@dbe.gov.za 081 472 5115	2815 - 2823 8801 – 8860 Free State
Ms B Masemola (Senior Admin Clerk)	(012) 357 3482 / masemola.b@dbe.gov.za 068 193 4098	Mpumalanga