



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 AND PRIVATE COLLEGES
SOUTH AFRICAN COLLEGE PRINCIPALS' ORGANISATION (SACPO)
UMALUSI
QCTO
REGIONAL TVET MANAGERS**

MEMORANDUM TE01 OF 2026

RELEASE OF NOVEMBER 2025 BUSINESS STUDIES N4 - N6 RESULTS

The quality assurance bodies responsible for TVET College qualifications have approved the release of the November 2026 NATED Report 190/1 Business Studies N4 – N6 examination results. Please find attached the Schedule of Results applicable to your Examination Centre.

It was noted that some examination centres still allowed candidates to write examinations without complying with the requirements as indicated in Memorandum 46 of 2015. These candidate's results were processed as follows:

888 subject results – means that the candidates did not meet the minimum admission requirements.

333 subject results – means that the candidates wrote examination despite not meeting the minimum admission requirements.

Should an examination centre identify candidates with incomplete marks (i.e. outstanding (777), absent (999), outstanding moderation record (MR) and no final mark as a result of pre-requisite (AD)).

1. MOP-UP PROCESS TO MANAGE UNRESOLVED RESULTS FOR THE 2025/11 BUSINESS STUDIES EXAMINATIONS

The examination centres with the outstanding results are requested to submit all ICASS/ISAT/Written Mark Sheets or electronic data files and Portfolio of Evidence (PoE) for the affected students on or before 10H00 on **23 February 2026** to the relevant official managing your examination centre as outlined in **Annexure A**. It is the responsibility of the examination centre to follow up with a courier service provider and Department officials to confirm delivery of your mark submission and ensure that the marks reach the Department on time.

All the subjects' results which are not released due to the electronic file submitted by the examination centre which did not include the raw marks for all candidates (i.e. it was incomplete) will be released on **20 March 2026** as it is the responsibility of Examination Centres to inform the affected candidates of the reason for the delay in the release of results. All affected candidates must be permitted to register to rewrite these subjects during the next examination cycle. (i.e. June 2026).

Note: No change marks will be allowed for candidates who obtained 999 as a final examination mark for the same examination. These candidates are required to rewrite the subject in the subsequent examination cycle.

2. TVET STUDENTS EXAMINATIONS ENQUIRIES

The candidates are encouraged to make use of the DHET Exams e-query solution for colleges on www.eservices.gov.za to log any other TVET Examinations related enquiry. The main benefits of this solution amongst others are examination centres/candidates can manage their queries life cycle and availability of enquiry services 24/7.

3. CONFIRMATION OF THE SUBMITTED MARKS

All college principals are hereby requested to confirm the accuracy of the November 2025 results at their colleges by completing and submitting the attached **Annexure B Declaration Form** to Maseko.i@dbe.gov.za or Dolamo.j@dbe.gov.za carbon copy BusCare@dhet.gov.za before or on 9 February 2026.

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

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 results upon re-mark or re-check.

Candidates must write a two-letter code followed by the examination number as payment reference. If a college/campus pays a lump sum for a number of students, the lump sum must be paid per service (Re-mark/Re-check). The deposit slip must reflect the relevant two letter code followed by the name of college or campus.

RM is the two-letter code for **RE-MARK**
RC is the two-letter code for **RE-CHECK**

Bank account of the Department of Higher Education and Training is as follows:

Account Holder	Bank	Type of Account	Account Number
Department of Higher Education and Training	ABSA	Deposit Account	40-7577-9507

The following tariffs are payable for re-marks/recheck:

- **R 81.00 for a re-mark per subject**
- **R 14.50 for a re-check per subject**

4.1. Process for Business Studies N4 – N6 answer scripts

The Department will be responsible for re-mark/recheck of Business Studies N4-N6 answer scripts for the November 2025 examination cycle. All applications for re-marking/re-checking must be finalised by the examination centres by **27 January 2026** as the closing date for submission to the Department is **16:00 on Monday, 2 February 2026**.

Applications, accompanied by proof of deposit and a **statement of results** must be submitted via courier to **Ms. Y Pama, Work Station GF222, Sol Plaatjie Building, 222 Struben Street, PRETORIA**.

The Department will not take responsibility for re-mark/re-check applications that will be lost or received late because they were sent to other DHET officials instead of Ms Y Pama.

A register must be compiled on the template provided and sent together with the above-mentioned documentation. (**ANNEXURE C- BUSINESS STUDIES N4-N6 RE-MARK/RE-CHECK REGISTER**).

The re-mark/recheck application form is attached as **ANNEXURE D**.

Applicants must attach a copy of results reflecting that they did write and got 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 and copy of results** will not be processed.
- 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.

It is the responsibility of the examination centre to make a follow up with courier company to confirm delivery of re-mark/re-check applications.

Closing date for receipt of the November 2025 re-mark/re-check applications at DHET is Monday 2 February 2026.

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

Kind regards



D. D. Ramoroka

Acting Chief Director: National Examinations and Assessment

Date: 07/01/2025