



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

CHIEF DIRECTORATE: NATIONAL EXAMINATIONS AND ASSESSMENT

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**TO : DEPUTY-DIRECTOR GENERALS: CET AND TVET
: REGIONAL MANAGERS
: PRINCIPALS (CET, TVET PUBLIC, PRIVATE COLLEGES)
: ACADEMIC HEADS AT TVET AND CET COLLEGES
: REGIONAL DIRECTORS/ OFFICIALS
: DEPARTMENT OF CORRECTIONAL SERVICES
: QUALITY COUNCILS**

MEMORANDUM TE08 OF 2026 AND MEMORANDUM AEO2 OF 2026

TRAINING WORKSHOPS FOR TVET AND GETC: AET 2026 EXAMINATIONS

In accordance with 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 Act No. 16 of 2006 (published in Government Gazette: Vol. 45649, Pretoria 17 December 2021)*, the Chief Directorate: National Examinations and Assessment (CD: NEA) will conduct capacity-building support workshops for all Technical and Vocational Education and Training (TVET), Community Education and Training (CET) Colleges, Department of Correctional Services and Private Technical Colleges who offer National Certificate (Vocational), NATED Report 190/1 Engineering and Business Studies, General Education and Training: Adult Education and Training (GETC: AET) programmes. These workshops will focus on providing guidance and clarity on some of the following aspects of the examination and assessment processes:

- Conduct of Examinations and Invigilation
- The management of examination irregularities
- ICASS Challenges and Recommendations
- Resulting, Certification and Application Processes for Diplomas

The purpose of these workshops is to foster compliance to national policies, guidelines and regulations as well as reflecting on the conduct of the November 2025 examinations in all aspects to ascertain the legitimacy and credibility of national assessment and examination processes.

The training workshops will be facilitated by National DHET officials and will be rolled out during the period **11 March to 15 May 2026** (refer to **Annexure A** and for workshop schedules indicating provinces, training dates and venues).

The workshops and reflection sessions will commence at **08:00** and adjourn by **16:00** and must be attended as follows:

Day 1 Attendees (Public TVET and Private Colleges; DCS)	Day 2 Attendees (CET Colleges)
Chief Invigilators/ Campus Managers	Deputy Principals
Academic/ Curriculum Managers	Chief Invigilators/ Centre Managers
Examination Officers	CET Regional DHET officials
TVET Regional DHET officials	

Colleges and examination centres are responsible for their own travelling and subsistence. However, refreshments will be provided during the course of the workshops.

An RSVP form is attached to this memo (see **Annexure B**). Please complete by typing to indicate the names of the attendees, sign, scan and email to **the respective officials indicated below on or before 09 March 2026**:

Province	Names	Email addresses
Western Cape	Thandie Radebe	Radebe.T@dbe.gov.za
Northern Cape	Thandie Radebe	Radebe.T@dbe.gov.za
Free State	Billy Seroka	Seroka.B@dbe.gov.za
Eastern Cape	Keoikantse Sesoko	Sesoko.K@dbe.gov.za
Kwazulu-Natal	Keoikantse Sesoko	Sesoko.K@dbe.gov.za
Mpumalanga	Rethabile Kekana	Kekana.RY@dbe.gov.za
Limpopo	Rethabile Kekana	Kekana.RY@dbe.gov.za
Gauteng	Basani Mohlaba	Mohlaba.B@dbe.gov.za
North-West	Billy Seroka	Seroka.B@dbe.gov.za

Your attention is further drawn to the fact that training venues and dates may change as a consequence of matters beyond our control. In such instances, the amendments will be communicated to the affected colleges and examination centres at the earliest convenience.

It is believed that the capacity-building sessions will contribute greatly to improved efficiency and effectiveness in relation to the conduct, administration and management of internal assessment and examinations. Consequently, all colleges and examination centres are urged to attend as indicated.

Your cooperation in this regard is greatly appreciated.

Kind regards



Dr M Ramoroka

Acting Chief Director: National Examinations and Assessment

Date: 5 - 3 - 2026

ANNEXURE A

CD: NEA TRAINING SCHEDULE FOR ALL COLLEGES

PROVINCE / AREAS	TRAINING DATES and TIMES	TRAINING VENUE	Audience
Gauteng	11 March 08:30-16:30	Sedibeng TVET: Vanderbijlpark Campus; 6 Frikkie Meyer BLVD Vanderbijlpark	TVET College/ Campus Officials
	12 March 08:30-16:30	Sedibeng TVET: Vanderbijlpark Campus ; 6 Frikkie Meyer BLVD Vanderbijlpark	CET College/ CLC Officials
	11 March 08:30-16:30	Tshwane North TVET: Pretoria Campus 420 Helen Joseph Street, Arcadia Pretoria	TVET College/ Campus Officials
	12 March 08:30-16:30	Tshwane North TVET: Pretoria Campus 420 Helen Joseph Street, Arcadia Pretoria	CET College/ CLC Officials
Free State	17 March 08:30-16:30	Flavius Mareka TVET: Kroonstad Campus; Reitz and Bukes Street	TVET College/ Campus Officials
	18 March 08:30-16:30	Flavius Mareka TVET: Kroonstad Campus; Reitz and Bukes Street	CET College/ CLC Officials
	19 March 08:30-16:30	Motheo TVET: Bloemfontein Campus C/O St. George and OR Tambo	TVET College/ Campus Officials
	20 March 08:30-16:30	Motheo TVET: Bloemfontein Campus C/O St. George and OR Tambo	CET College/ CLC Officials
	14 May 08:30-16:30	Maluti TVET: Main Campus Mampoi Road, Phuthaditjhaba	CET College/ CLC Officials
Eastern Cape	17 March 08:30-16:30	Ikhala TVET: Queenstown Campus Cnr Robinson Road and Zeiler Street	TVET College/ Campus Officials
	18 March 08:30-16:30	Ikhala TVET: Queenstown Campus Cnr Robinson Road and Zeiler Street	CET College/ CLC Officials
	19 March 08:30-16:30	Buffalo City: East London Cnr Lukin Road, East London	TVET College/ Campus Officials
	20 March 08:30-16:30	Buffalo City: East London Cnr Lukin Road, East London	CET College/ CLC Officials
	12 May 08:30-16:30	Port Elizabeth: Iqhayiya Campus Struanway, Struandale	CET College/ CLC Officials

KwaZulu Natal	20 April 08:30-16:30	Majuba TVET: Newcastle Technology Centre; 65 FW Beyers Avenue, Barry Hertzog Park	CET College/ CLC Officials
	22 April 08:30-16:30	Thekwini TVET: Asherville Campus 262 Daintree Avenue	TVET College/ Campus Officials
	23 April 08:30-16:30	Thekwini TVET: Asherville Campus 262 Daintree Avenue	CET College/ CLC Officials
	24 April 08:30-16:30	Umfolozi TVET: Esikhawini Campus Plot Number 11 Esikhawini Highway	CET College/ CLC Officials
Western Cape	20 April 08:30-16:30	Northlink TVET: Tygerberg Campus 80 Voortrekker Road Bellville	TVET College/ Campus Officials
	21 April 08:30-16:30	Northlink TVET: Tygerberg Campus 80 Voortrekker Road Bellville	CET College/ CLC Officials
	22 April 08:30-16:30	Boland TVET: Worcester Campus Rainier Street Worcester Cape Town	TVET College/ Campus Officials
	23 April 08:30-16:30	Boland TVET: Worcester Campus Rainier Street Worcester Cape Town	CET College/ CLC Officials
North-West	28 April 08:30-16:30	Taletso TVET: Mafikeng Campus Dr Albert Lithuli Drive Mmabatho	TVET College/ Campus Officials
	29 April 08:30-16:30	Taletso TVET: Mafikeng Campus Dr Albert Lithuli Drive Mmabatho	CET College/ CLC Officials
	28 April 08:30-16:30	Orbit TVET: Rustenburg Campus: Crn OR Tambo Drive & Steen Street	TVET College/ Campus Officials
	29 April 08:30-16:30	Orbit TVET: Rustenburg Campus: Crn OR Tambo Drive & Steen Street	CET College/ CLC Officials
Mpumalanga	4 May 08:30-16:30	Ehlanzeni TVET: Nelspruit Campus: Koraalboom Avenue 5b Nelspruit	TVET College/ Campus Officials
	5 May 08:30-16:30	Ehlanzeni TVET: Nelspruit Campus: Koraalboom Avenue 5b Nelspruit	CET College/ CLC Officials
	7 May 08:30-16:30	Gert Sibande-Standerton Campus 2 Kruger Street Standerton	TVET College/ Campus Officials
	8 May 08:30-16:30	Gert Sibande-Standerton Campus 2 Kruger Street Standerton	CET College/ CLC Officials
Limpopo	4 May 08:30-16:30	Vhembe TVET: Makwarela Campus Sibasa – Thengwe Road; Makwarela	TVET College/ Campus Officials
	5 May 08:30-16:30	Vhembe TVET: Makwarela Campus Sibasa – Thengwe Road; Makwarela	CET College/ CLC Officials
	7 May 08:30-16:30	Capricorn TVET: Polokwane Campus 95 Rissik Street Polokwane	TVET College/ Campus Officials
	8 May 08:30-16:30	Capricorn TVET: Polokwane Campus 95 Rissik Street Polokwane	CET College/ CLC Officials
Northern Cape	11 May 08:30-16:30	Northern Cape Urban TVET: City Campus; Cullinan Crescent Kimberly 8301	TVET College/ Campus Officials
	12 May 08:30-16:30	Northern Cape Urban TVET: City Campus; Cullinan Crescent Kimberly 8301	CET College/ CLC Officials

ANNEXURE B



**higher education
& training**

Department:
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REPUBLIC OF SOUTH AFRICA

Kindly complete and sign this RSVP form, scan and email the RSVP forms to the respective DHET officials indicated in the memo. The RSVP forms must be returned on or before 09 March 2026.

RSVP FORM

College Name (if applicable)	
Exam Centre Name/ CLC (if applicable)	
Exam Centre Number/ CLC (if applicable)	
WORKSHOP VENUE	

Name and Surname	Designation	Contact Number	Email Address
1.			
2.			
3.			
4.			
5.			
6.			

Date	
Signature	