



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

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TO: HEADS OF PROVINCIAL EXAMINATIONS
HEADS OF PROVINCIAL CURRICULUM SERVICES

CIRCULAR E5 OF 2018

COMMON TARIFFS FOR CERTIFICATION SERVICES

1. In terms of Section 13(1) (e) of the Regulations pertaining to the Conduct, Administration and Management of Assessment for the National Senior Certificate, the Director-General of the Department of Basic Education may determine fees for examination related functions.
2. Provincial Education Departments must ensure that this fee structure is uniformly applied across the province. This new fee structure comes into effect from 1 April 2018.
3. Specific note must be taken of the Verification fee for the Senior Certificate qualification issued prior to 1992, that could be verified by Provincial Education departments.
4. The approved tariff structure for the Certification Services and other examination related services is attached as **Annexure A**.
5. Also note that a candidate may be exempt by the Head of Department from paying examination related and certification fees, if the candidate can prove that he/she has been exempt from the payment of school fees or attended a no-fee school. Such exemption only applies with first application.
6. For enquiries, please contact the Chief Director: National Assessments and Public Examinations Dr R Poliah (012) 357 3900 or e-mail poliah.r@dbe.gov.za

MR SG PADAYACHEE

DEPUTY DIRECTOR-GENERAL: PLANNING, INFORMATION AND ASSESSMENT

DATE: 26/02/2018

ANNEXURE A

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COMMON TARIFFS FOR CERTIFICATION SERVICES

	Year and Tariff		
	2018/19	2019/20	2020/21
CERTIFICATION			
Replacement and re-issue of a Senior Certificate/National Senior Certificate	107	118	130
Changes or amendments on certificates (re-issue)	107	118	130
Confirmation document issued prior to the certificate (system generated document)	45	47	50
Letter to embassy and authentication of qualifications (work/study abroad)	45	47	50
Re-issue of a statement of results (provincial)	45	47	50
Replacement of Standard 6, 7, 8, 9, 10 and Std 10 practical certificates	107	118	130
Verification of qualification prior to 1992 for government organisations	45	47	50
Verification of qualification prior to 1992 for non-government institutions	65	68	72
EXAMINATION FEES			
Re-mark	105	112	120
Re-check	25	27	29
Viewing	205	219	234

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2018/02/26