



MINISTRY OF EDUCATION, ARTS AND CULTURE

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CIRCULAR: DNEA 8/2023

TO: HEADS OF NSSC EXAMINATION CENTRES
HEADS OF PART-TIME TUITION CENTRES
REGIONAL EXAMINATION OFFICIALS
INSPECTORATE AND ADVISORY SERVICES
DIRECTORS OF EDUCATION, ARTS AND CULTURE
DIRECTORATE PQA, NLAS, NIED, PAD, DNEA
NAMCOL
NAMCOL AREA MANAGERS

IMPORTANT INFORMATION FOR PART-TIME CANDIDATES ABOUT THE 2023 NSSCO AND NSSCAS EXAMINATIONS

1. Please find enclosed copies of the fact sheet which contains dates and other relevant information pertaining to the NSSCO and NSSCAS examinations for part-time candidates (first-time takers and re-sits).
2. **A copy of this fact sheet must be handed to each part-time candidate during the registration for tuition by the part-time centres registered with the Ministry of Education, Arts and Culture.**
3. Copies of this fact sheet are also provided to Principals and Heads of Examination Centres for NSSCO and NSSCAS part-time candidates (first-time takers and re-sits) for handing to candidates during the registration for the Oct/Nov 2023 examinations.
4. Heads of Examination Centres, officials of NAMCOL and other registered part-time centres must emphasise the importance of the information contained on this fact sheet. Request the candidates to study the content and be acquainted with the due dates and procedures for the registration of national examinations.
5. Heads of Examination Centres, officials of NAMCOL and other registered part-time centres must also inform the candidates during the registration for tuition, that **No Late registration for examination will be allowed after the closing date of 3 March 2023.**

Therefore, they should register for examinations within the prescribed period of
30 January 2023 – 03 March 2023.

6. **Please take note:**

The National Examination, Assessment and Certification Board (NEACB) in its November 2021 board meeting, took a decision that all NAMCOL part-time and private part-time centres must issue the unique student cards to their part-time candidates during the registration for tuition as from 2022 and centres must keep record of these unique student cards at the centre for examination (emergency) identification purposes.

Therefore, it is important for part-time centres to provide student cards during registration to each candidate and keep such student card information on its database. This may serve for validation purposes in case of possible impersonation during the examination session and for emergency cases such as lost of candidates Identity Documents (IDs) during the examination period.


This is compulsory and it must be implemented by all NAMCOL part-time and private part-time centres.

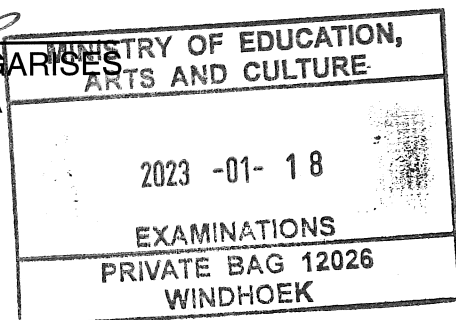
PREVIOUS CIRCULAR:

NUMBER: 7/2023

HEADING: **CONDUCTING AND ADMINISTRATION OF GRADE 9 SEMI-EXTERNAL EXAMINATION FOR THE NOVEMBER 2023 EXAMINATION**

ADDRESSEES: PRINCIPALS OF GRADE 9 GOVERNMENT SCHOOLS
REGIONAL DIRECTORS OF EDUCATION, ARTS AND CULTURE
REGIONAL EXAMINATION OFFICIALS (REXOS)
INSPECTORATE OF EDUCATION AND EDUCATION OFFICERS
TEACHERS RESOURCE CENTRES
DIRECTORATES: NIED, PQA, DNEA


MRS C. TSUMIS-GARISES
DIRECTOR: DNEA



Fact Sheet: Important information for 2023 NSSCO and NSSCAS National Examinations (Part-time)



REPUBLIC OF NAMIBIA

MINISTRY OF EDUCATION, ARTS AND CULTURE

SUMMARY OF IMPORTANT DATES FOR 2023

The following are important dates for all candidates. Candidates are advised to contact part-time centres for information on their registration dates.

1. Last day of enquiries and remarking for NSSC Examinations **02 Feb 2023**

2. NAMCOL enrolment period for tuition **30 Jan – 15 Feb 2023**

3. Registration for Oct/Nov NSSC examinations (Part-time) **30 Jan – 03 March 2023**

4. Verification of Entries for NSSC Oct/ Nov examinations. **11 Apr – 05 May 2023**

5. Last day to arrange for transfer from one examination centre to another **05 May 2023**

6. Collecting of Admission Permits for Oct/Nov 2023 examinations as from **01 Sept 2023**

7. Provisional examination starting date for Oct/Nov 2023 examinations **16 Oct 2023**

8. Provisional Period for Oral Examinations **18 Sep - 06 Oct 2023**

9. Final date for Oct/Nov 2023 examination result enquiries at centre/s **31 January 2024**

Fees

NSSC: examinations Fees (per subject) Part-time & Private Schools only
First time takers N\$ 90.00
Re-sit candidates N\$ 108.00

NSSC Remarking Fees (per subject) N\$ 220.00
NSSC Re-check (per subject) N\$ 60.00
Explanation of "No Result" No Charge

Payment for the above mentioned services should be made at the cashier at the centre under the Heading 2023 NSSC Examinations under Vote no. 3110 22724

PLEASE NOTE:

Registering for the examination is a separate exercise from registering for tuition with NAMCOL or any other educational institution registered with the Ministry. Therefore, candidates must register and pay for tuition and for the examination respectively at the same time at identified/ designated venues.

Part-time candidates must register for examination early during the period of 30 January – 03 March 2023 and not wait for the last day. It will be impossible to help all candidates on the last day. Final verification of details is a must to ensure timely correction of details, change of subjects and subject levels etc.

Note: No Late registration will be allowed

Contact Details of Regional Offices

Region	Town	Tel: Contact
//Kharas	Keetmanshoop	(063) 227000/227063
Hardap	Mariental	(063) 245771
Khomas	Windhoek	(061) 2934435/2934437
Omaheke	Gobabis	(062) 577600
Erongo	Swakopmund	(064) 4105155/4105157
Otjozondjupa	Otiwatongo	(067) 308099
Kunene	Khorixas	(067) 335000
Omusati	Outapi	(065) 251722
Oshana	Ongwediva(TRC)	(065) 230057
Oshana	Eenhana	(065) 290347
Oshikoto	Ondangwa	(065) 242544/82/50
Kavango East	Rundu	(066) 2589119
Kavango West	Nkurenkuru	(066) 264976
Zambezi	Katima Mulilo	(066) 261911

