



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

CHIEF DIRECTORATE: NATIONAL EXAMINATIONS AND ASSESSMENT
Private Bag X110, Pretoria, 0001, South Africa, 222 Struben Street, PRETORIA, 0002.

Enquiries: N Pote

Tel.: (012) 357 3893/ 4/ 5

Fax: (086) 714 0115

Email: Pote.N@dhet.gov.za

TO: FET COLLEGES COMMITTEE
UMALUSI
PRINCIPALS OF FET PUBLIC AND PRIVATE COLLEGES
CAMPUS MANAGERS
EXAMINATIONS OFFICERS
SOUTH AFRICAN COLLEGE PRINCIPALS' ORGANISATION (SACPO)
FURTHER EDUCATION AND TRAINING COLLEGES EXECUTIVE COMMITTEE (FETCEO)

MEMORANDUM NO. 24 OF 2010

DEPOSIT ACCOUNT FOR EXAMINATION FEES RECEIVED FROM FET COLLEGES

1. In streamlining government services and simultaneously to reduce the risk of transporting money as well as to reduce unnecessary administrative processes, a decision was taken that payments received at FET Colleges for examination related fees that are normally sent to the Department for the issue of receipts, should be deposited by the FET Colleges into the following bank account of the Department of Higher Education and Training as from **01 January 2011**:

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

2. The reference for the deposit must be: **"Exam Fee – name of FET College"**. The FET College should provide the Department with a copy of the deposit slip, a list of student names, the applicable amount for each student and a description of the examination fee paid for which the deposit was made.

Kind regards

Ms Nadine Pote
Director: Examinations and Assessment (Colleges & ABET)
Date: 26 November 2011