15th May 2015
From: Rector

To: Responsible Parties – F4, F5, L6, U6

Subject: Payment of SC/HSC fees & attendance of at least 90%

Further to my letter dated 7th May 2015 and to the circular (ME/CR/43/40/4/3 V.7), dated 14th May 2015, I am informing Responsible Parties Forms 4, 5, Lower 6 and Upper 6 of 2015 about the conditions attached to the above subject as follows:

1. **SC/HSC Examinations 2015**
   For the SC & HSC Examinations of 2015, Form 5 and Upper 6 students (of 2015) are required to reckon attendance of at least 90% as from Monday 18th May 2015 up to the day the Examinations Time Table will be officially issued to them in the 3rd term in 2015.

2. **SC/HSC Examinations 2016**
   For the SC & HSC Examinations of 2016, Form 4 and Lower 6 students (of 2015) are required to reckon attendance of at least 90% as from Monday 18th May 2015 up to the day the Examinations Time Table will be officially issued to them in the 3rd term in 2016.

3. **SC/HSC Examinations 2017**
   The period of computing attendance will extend from the day of admission in Form 4 or Lower 6 up to the day the Examinations Time Table is officially issued to them the year after.

4. **IMPORTANT NOTE:**
   The 90% attendance level will exclude internal examinations periods, days of official school holidays and leave of absence approved by the MINISTER (modalities to be communicated later by the Ministry)

5. **Payment of Fees**
   Government has agreed to meet the full costs of Examinations fees of all school candidates as follows:
   3) For students sitting for the HSC Examinations, a maximum of 4 Principal subjects and GP would be covered under this scheme.
   4) The scheme will also apply to Form 5 and Upper 6 repeaters in 2015 only.

6. **Withdrawals**
   Responsible Parties will be required to sign an undertaking to make a refund to Government in case of withdrawal from one or more subjects/ withdrawal or absence from examination without valid reasons beyond the month of July, when payment would have already been effected to Cambridge International Examinations. The refund will be equivalent to the amount paid per subject and in case of withdrawal or absence from the whole examination, the entry fee already paid will also be claimed.

7. **Acknowledgement of receipt**
   This letter is being issued to Responsible Parties through their wards who have signed the respective class list to that effect. The signed class list will be taken as evidence that Responsible Parties have taken cognizance of the above measures.

Mr M Ramjee (Rector)