

CAMEROON GENERAL CERTIFICATE OF EDUCATION BOARD

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Decision No. *0415*/2019/GCEB/DRE/EO-OL/EO-AL
Bearing on Information to Candidates for the 2020 Registration

Buea: 29 OCT 2019

2020 REGISTRATION INFORMATION TO GCE CANDIDATES

READ THIS LEAFLET CAREFULLY AND KEEP FOR REFERENCE.

CLOSING DATE FOR REGISTRATION: WEDNESDAY 15 JANUARY 2020.

GENERAL CERTIFICATE OF EDUCATION EXAMINATIONS JUNE 2020 SESSION

The following and any additional instructions given to you by your Chief of Centre must be strictly respected. The Board will **NOT** accept entries that fail to comply with these instructions.

1. Take along the following documents to the chief of centre for registration:
 - Clean and clear photocopy of Birth Certificate
 - Clean and clear photocopy of National Identity Card for External Candidates
 - Clean and clear photocopy of Ordinary Level Results Slip or any relevant certificate for those registering for Advanced Level, and those going in for partial registration.
2. Consult the Examination Timetable for the June 2020 session on page 4 of this leaflet and the Regulations and Syllabuses for June 2020 before making any entry. Choice of subjects should not clash. Candidates would not be allowed to sit in for a subject that is not on their individual timetable.
No adjustments will be made if clashes occur with any other subject, examination or event.

3. Examination Fees

Three types of examination fees are payable, namely: *Registration Fee*, *Subject Fee* and *Practical Fee*.

All fees must be paid **ONLY** through MTN Cameroon Mobile Money. Do not pay your money to any other person.

The 1000 FCFA for franking of Form G3/T3 (Ministerial letter No 00005452/MINFI/SG/DGI of 19th August, 2019) shall be paid **ONLY** to the Chief of Centre.

	Ordinary Level Entry	Advanced Level Entry
Registration Fee	8,000 FCFA	9,000 FCFA
Subject Fee	1,000 FCFA per subject	2,000 FCFA per subject
Practical Fee	5,000 FCFA per subject	5,000 FCFA per subject.

No form will be accepted by the Board without the payment of all corresponding examination fees and attached copies of all relevant documents. **Check your receipt to be sure that the subject entries and fees are correct.**

4. The Registration shall be in three phases.

Phase I: Pre-Registration

- Present yourself to the Chief of Centre for pre-registration formalities.
- Present all relevant information relating to registration to the Chief of Centre.
- Follow the pre-registration procedure with the registration officer of your Centre, at the end of which a pre-registration receipt will be printed and handed to you.
- Check the Pre-Registration form to confirm the choice of your subjects before proceeding to pay.

Phase II: Payment of Registration fees

- Take the pre-registration receipt to any **MTN Mobile Money** agency for payment using the Code ***126*007#**.
- Select the option GCE Board and proceed with the payment.
- Upon validation of your payment, a transaction receipt will automatically be generated by MTN.

Phase III: Validation at Registration Centre

- Present the print-out receipt to your Chief of Centre or Registration Officer to validate your registration.
- Upon validation of your registration, an Individual Timetable (IT) will be printed and given to you for confirmation and signature.
- **Check all information carefully, before signing, if there are errors ensure that corrections are done on the spot.**

5. Those making entries for both Ordinary and Advanced Level Examinations, must register each level separately. **Candidates should not take the same subject at Ordinary and Advanced Level at the same Examination session.**

6. **Dismissed students:** A student may be dismissed after registration but must remain a candidate at the registration centre i.e. there is no DISMISSED CANDIDATE.

7. **Compulsory Subjects:** All candidates going in for four or more subjects at the Ordinary Level, must register for the compulsory subjects (English Language, French, or Special Bilingual Education French and Mathematics). All candidates who absent themselves from any paper of any of the three compulsory subjects shall be considered absent from the entire examination and their results nullified.

8. **Absence in any paper of a subject is regarded as absence from the subject.**

9. **General conditions for candidates**

No age-limit is set by the Board for candidates to enter for the GCE examinations.

Minimum qualification for entry:

I. Ordinary Level:

- a. Candidates who have completed a 5-year secondary school course.
- b. Candidates who have previously attempted the GCE Ordinary Level examinations.
- c. Teachers' Grade III Certificate.
- d. R.S.A. Stage I Certificate.
- e. BEPC / CAP

ii. Advanced Level:

- a. Pass grades in at least four GCE Ordinary Level subjects.
- b. Teachers' Grade II Certificate.
- c. R.S.A. Stage II Certificate in at least four subjects.
- d. Other relevant certificates.

10. Candidates banned from previous GCE examinations or any similar examinations **will not be** accepted. However, if an appeal against a ban is pending, an entry may be accepted provisionally but will be nullified if the appeal is unsuccessful. No results will be issued until the outcome of the appeal is known. However, any candidate who completes his/her debarment period can enter for the examination.

11. Subjects for the Examination:

Candidates for full entry at the Ordinary Level Examination shall offer at least **four subjects** which **must** include the following: **English Language, Mathematics and French (0545 French or 0546 Special Bilingual Education French)**. However, candidates who already possess a pass in at least four Ordinary Level subjects or other equivalent qualification may enter for additional subjects. In such a case, photocopies of the Certificates or Results Slips must be attached. **Candidates for 0546 Special Bilingual Education French can also register for 0545 French.** Candidates may enter for **at most eleven subjects** at the **Ordinary Level**. **The eleventh subject must be Religious Studies.** Candidates for the Advanced Level examination may enter for **at most five subjects and at least two subjects.**

12. **Do not register twice or in more than one Centre for the same Examination session.**

13. Use the spelling and order of your name, date of birth as on the Birth Certificate submitted.

14. Fill and submit the entry Form G3(Candidates' Entry Form) to the Chief of Centre for confirmation.

15. **Candidate Identification Number is nine digits. This will be given to you by the Registration official.**

16. Consult the Chief of Centre for information on the time and place for the practical examinations.

17. Results Slips and Certificates will be sent to candidates through the Chief of Registration Centre. Those not collected from the Chief of Centre **within six months**, will be returned to the Board.

18. ***At the end of the Registration Exercise (31-12-2019) Consult the draft candidates' list pasted on the Notice Board. Report any errors of name, date of birth, choice of subjects etc. to the Chief of Centre. Candidates who fail to take part in this exercise shall have themselves to blame for any flow of errors through to their certificates.***

19. Channel all complaints about your entries through your Chief of the Registration Centre to the GCE Board. **The Board will not enter into any direct correspondence with either the candidate or his/her representative. All such persons must write to the Board through the Chief of Centre.**

20. Study the attached sample E-Registration screen so that you are well-prepared to answer questions at the registration post.

21. **Candidates will not be allowed into the examination hall after 15 minutes for paper 1 and 30 minutes for papers 2, 3.**

Candidates should avail themselves of the rules and regulations in the current GCE Board

