



BOTSWANA
EXAMINATIONS
COUNCIL

BOTSWANA GENERAL CERTIFICATE OF SECONDARY EDUCATION 2010

INSTRUCTIONS FOR PRIVATE CANDIDATES

BGCSE 2010
INSTRUCTIONS FOR PRIVATE CANDIDATES

1 Information for Private Candidates

You are advised to read this notice carefully. It contains information about the subjects and options which are available to Private Candidates and about where the examinations can be written.

You are responsible for your registration, and errors that occur as a result of mistakes on your part may not be corrected once the fees have been paid. You must make sure that you leave the Registration Form at the Finance Counter at BEC when you pay your entry fees.

You are advised to listen to Radio Botswana regularly as there may be announcements about the examinations.

2 How to Register

You must follow these instructions carefully.

- (a) Complete the form BEC 8/1 which can be obtained from the offices of the Botswana Examinations Council.
- (b) Submit the form BEC 8/1 to BEC with 2 passport size photos.
- (c) Confirm your choice of subjects and options with BEC officers who will be available to help you.
- (d) Pay the fees at the Finance Counter.
- (e) Leave the completed form BEC 8/1 at the Finance Counter.
- (f) Make sure that you have a receipt for the money you have paid before you leave the Finance Counter.

You will receive your Statement of Entry some time after you have registered. Contact BEC by telephone (3184383) if you have not received your Statement of Entry by the end of May.

3 Subjects and Options

The tables on pages 2, 3 and 4 show the subjects and the options which are available to you. You cannot register for a subject or an option which is not listed.

SYLLABUS	COMPONENT INFORMATION	SYLLABUS CODE	NOTES
ENGLISH LANGUAGE	1: Continuous Writing 2: Comprehension	0561	
		Option Code	Components
		A	1,2
SETSWANA	1: Continuous Writing 2: Comprehension, Summary and Translation 3: Literature	0562	
		Option Code	Components
		A	1,2,3
MATHEMATICS	1: Paper 1 2: Paper 2 3: Paper 3	0563	Core: C-G grades available Extended: A-G grades available
		Option Code	Components
		C E	1, 2 1, 2, 3
SCIENCE: SINGLE AWARD	1: Multiple Choice 2: Theory (Core) 3: Theory (Extended) 4: Alternative to Practical	0568	Core: C-G grades available Extended: A-G grades available May not be taken with 0569, 0570, 0571, 0572, 0573
		Option Code	Components
		C4 E4	1, 2, 4 1, 3, 4
SCIENCE: DOUBLE AWARD	1: Multiple Choice 2: Theory (Core) 3: Theory (Extended) 4: Alternative to Practical	0569	Core: C-G grades available Extended: A-G grades available May not be taken with 0568, 0570, 0571, 0572, 0573
		Option Code	Components
		C4 E4	1, 2, 4 1, 3, 4
CHEMISTRY	1: Multiple Choice 2: Theory (Core) 3: Theory (Extended) 5: Alternative to Practical	0570	Core: C-G grades available Extended: A-G grades available May not be taken with 0568, 0569.
		Option Code	Components
		C5 E5	1, 2, 5 1, 3, 5
PHYSICS	1: Multiple Choice 2: Theory (Core) 3: Theory (Extended) 5: Alternative to Practical	0571	Core: C-G grades available Extended: A-G grades available May not be taken with 0568, 0569
		Option Code	Components
		C5 E5	1, 2, 5 1, 3, 5

SYLLABUS	COMPONENT INFORMATION	SYLLABUS CODE	NOTES
BIOLOGY	1: Multiple Choice 2: Theory (Core) 3: Theory (Extended) 5: Alternative to Practical	0572	Core: C-G grades available Extended: A-G grades available May not be taken with 0568, 0569, 0573
		Option Code	Components
		C5 E5	1, 2, 5 1, 3, 5
HUMAN & SOCIAL BIOLOGY	1: Multiple Choice 2: Theory	0573	May not be taken with 0568, 0569, 0572
		Option Code	Components
		Leave Blank	1,2
HISTORY	1: Paper 1 2: Paper 2	0583	
		Option Code	Components
		A	1,2
GEOGRAPHY	1: Paper 1 2: Paper 1 3: Paper 3	0584	
		Option Code	Components
		A	1, 2, 3
SOCIAL STUDIES	1: Paper 1 2: Paper 1 3: Paper 3	0585	May not be taken with 2251
		Option Code	Components
		A	1, 2, 3
LITERATURE IN ENGLISH	1: Set Texts	0587	
		Option Code	Components
		Leave Blank	1
COMMERCE	1: Multiple Choice 2: Written 3: Alternative to Coursework	0598	
		Option Code	Components
		A	1, 2, 3
ACCOUNTING	1: Multiple Choice 2: Core 3: Extended	0614	Core: C-G grades available Extended: A-G grades available
		Option Code	Components
		C E	1, 2 1, 2, 3

SYLLABUS	COMPONENT INFORMATION	SYLLABUS CODE	NOTES
CHRISTIAN RELIGIOUS EDUCATION (GCE O Level)	1: Paper 1	2045	May not be taken with 2048
		Option Code	Components
		Leave Blank	1
RELIGIOUS STUDIES (BIBLE KNOWLEDGE) (GCE O Level)	1: Luke and Acts Short Answers 2: Luke and Acts Essay Questions	2048	May not be taken with 2045
		Option Code	Components
		Leave Blank	1, 2
ADDITIONAL MATHEMATICS (GCE O Level)	1: Paper 1 2: Paper 2	4037	
		Option Code	Components
		Leave Blank	1,2
STATISTICS (GCE O Level)	1: Paper 1 2: Paper 2	4040	
		Option Code	Components
		Leave Blank	1,2

4 Repeating subjects with a Coursework Component

Subjects with a Coursework Component are not normally available to Private Candidates. However, you can be entered for some of these subjects if you were a candidate for the subject in 2009. The mark you were awarded for Coursework in 2009 will be carried forward, and you will not do any Coursework in 2010. This arrangement applies to the following subjects:

0586 Development Studies
0595 Design & Technology
0599 Agriculture
0615 Business Studies

If you enter for one of these subjects, you must complete the Section 'Previous Candidate Details' on the Entry Form. If you do not provide details of your previous centre number and candidate number, your mark cannot be carried forward and you will not be graded.

The arrangement for carrying forward coursework marks does **not** apply to the following subjects. These are not available to you.

0596 Art & Design
0597 Computer Studies
0611 Food & Nutrition
0612 Fashion & Fabrics
0613 Home Management
0616 Physical Education

Note that you cannot be entered for any subject or option which is not listed on pages 3, 4 or 5

5 BGCSE Private Centres

The following shows the locations of BGCSE private centres which are available to you. You are advised to choose a location which will be convenient for you. Note that you may be charged extra fees if you want to transfer to another location after you have registered.

Lobatse
Gaborone
Mahalapye
Palapye
Selibe Phikwe
Francistown
Maun
Kasane

6 Registration Fees

The registration fees of the 2010 November examination are shown below:

Local Fee	P 10.00
Registration Fee	P 72.00
Subject Fee	P 245.00
Total fee for 1 subject	P 327.00
Total fee for 2 subjects	P 572.00
Total fee for 3 subjects	P 817.00
Total fee for 4 subjects	P 1,062.00
Total fee for 5 subjects	P 1,307.00
Total fee for 6 subjects	P 1,552.00
Total fee for 7 subjects	P 1,797.00
Total fee for 8 subjects	P 2,042.00
Total fee for 9 subjects	P 2,287.00
Total fee for 10 subjects	P 2,532.00

Registration will start on 02 March 2010 and end on 30 April 2010.

7 Refunds

Private Candidates who withdraw from one or more syllabuses may apply for a refund of fees providing that any such application is received no more than 2 months after the closing date for registration. Candidates must provide proof of payment.

BEC reserves the right to withhold part of the fees paid by the candidate. The proportion of the fee which will be withheld will be determined by BEC from time to time.

Fees paid for registration in one examination series may not be transferred to another examination series. So, for example, fees paid in one year may not be transferred to the following year.

8 Entry Amendments

You will be allowed to make changes to your entry up to 30 April. After that date, new candidates will not be allowed to register. In exceptional circumstances, existing candidates may be allowed to change their entry, but penalty fees will be charged as follows:

A change of option will be charged at P130 up to 6 September. The charge will be P270 from 7 September. No changes can be made after 4 October.

If a subject is added or changed, the charge will be P375 up to 6 September. From 7 September, the charge will be P515 for each subject which is added or changed. No changes can be made after 4 October.