

**ELIGIBILITY TO MARK (O'LEVEL & A'LEVEL) SECONDARY NATIONAL EXAMINATIONS 2016**

**Those who are eligible to mark secondary national examinations must fulfill the following requirements**

- To be a teacher in secondary school
- To have at least two years of experience in teaching of the subject he/she is applying to mark;
- To have at least a Bachelor's degree or its equivalent /Diploma from Colleges of Education in field related to subject that he/she is applying to mark.

**The application dossier for marking secondary national examinations should contain the following elements:**


- An application letter approved by the Head teacher of school, addressed to the Director General of REB, indicating the level and subject which the applicant is applying to mark,
- A well filled application form which is found **on REB head office and REB website**
- A weekly timetable approved by the Head teacher and bearing the stamp of a school. **This timetable must contain the names and the telephone number of the Head teacher.**
- A copy of degree/Diploma or its equivalent
- A copy of Identity card or Passport
- A copy of marking certificate for those who marked

**NB: Application starts on 1<sup>st</sup> June and ends on 22<sup>nd</sup> June, 2016. No applications will be received after this date.**

**Application must be delivered at:**

1. District headquarters where REB staff will be receiving candidates registration forms from **01 to 04/06/2016**
2. REB headquarters at Remera from **06 to 22/06/2016**.

Done at Kigali on 19<sup>th</sup> May 2016

  
**GASANA I. Janvier**  
Director General

