

## GENERAL

### 6. Recognized Educational Institutions

6.1 A recognized educational institution means a school, college, academy or other institution of learning recognized by the Council for the purpose of registering its students for the Council's examinations.

6.2 Registrations for the Council's examinations will be restricted to institutions that are registered in accordance with existing local legal requirements.

6.3 The Council may also establish criteria by which individuals other than those enrolled in recognized educational institutions may present themselves for its examinations.

### 7. Areas

7.1 Areas mean the territories of the Governments that are parties to the Agreement denoted as the Participating Governments.

### 8. Local Registrars

8.1 The Council's examinations in the territories of the Participating Governments are administered by Local Registrars appointed by the Council. The Council may also appoint Local Registrars to administer examinations in territories outside of the Area.

### 9. Examinations

9.1 The examinations may be conducted using a variety of methods including School-Based/Internal Assessment which is conducted by the educational institution in accordance with the requirements of the syllabus for the subjects.

#### 9.2 *Caribbean Certificate of Secondary Level Competence*

9.2.1 *The examinations leading to joint certification by the Council and the individual CXC Participating Countries has two parts – a core of Mathematics and English and several options from which candidates must choose an additional three subjects. These other options span: available CSEC Business, Arts and TVET subjects; four other syllabuses developed specifically for the CCSLC; regionally available Level 1 TVET programmes; some programmes from other Examining Authorities and nationally certified enrichment programmes. The syllabuses and examinations which cater to a wide range of abilities, incorporate the skills, abilities, attitudes and values that all secondary school leavers should have.*

#### 9.3 *Caribbean Secondary Education Certificate*

9.3.1 The examination leading to the Council's Secondary Education Certificate is a subject examination. Subjects are examined for Basic Proficiency and or General Proficiency certification and for General and or Technical Proficiency certification.

9.3.2 **A General Proficiency examination** is of such breadth of knowledge and understanding that it allows candidates who do well to undertake study of the specific subject of examination beyond the fifth year of secondary school.

9.3.3 **A Basic Proficiency examination** provides for candidates who wish to pursue studies in certain areas for purposes of a broad education and not for further study or for whom the cognitive demands at this level of proficiency is a more appropriate route to certification of attainment.

9.3.4 **A Technical Proficiency examination** is designed for candidates who require a greater practical orientation and preparation for further technical studies or pre-technician training than is offered at General Proficiency.

#### 9.4 *Caribbean Advanced Proficiency Certificate*

9.4.1 The examination leading to the Council's Advanced Proficiency certificate is a subject examination at a level beyond the Caribbean Secondary Education Certificate.

### 10. Supervisors and Invigilators

10.1 **Supervisors.** Local Registrars are required to appoint supervisors to be in charge of the different examination centres. Their duties will include the supervision and control of the invigilators assigned to their centre, admission of candidates to the examination centre and their seating, distribution of papers, collection of scripts and multiple choice booklets at the end of each examination, delivering them promptly to the Local Registrar, and urgently reporting on irregularities which might have occurred in the examination room.

10.2 **Assistant supervisors** may be appointed to an examination centre containing more than one examination room and will be in charge of the room to which they have been allocated. Subject to the overriding authority of the supervisor, the assistant supervisors will have responsibilities similar to the supervisor of the centre in relation to the examination room to which they have been assigned.

10.3 **Invigilators.** Invigilators are appointed by Local Registrars to assist supervisors. They are appointed to each centre in such numbers as will ensure the proper conduct of the examinations.

### 11. Subjects

11.1 Each subject of the *CSEC, CCSLC and CAPE* examinations is assigned a separate number. A change from one *subject (or Subject Proficiency in the case of CSEC)* to another, or from one *CAPE* Unit to another constitutes a change of subject.

### 12. Private Candidates

12.1 A private candidate is a candidate who registers for a CXC examination in a subject, but is not enrolled in a recognized educational institution as defined under Definitions General 6.1.