In reply please quote No. .....

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E-mail : labour@malawi.net



MINISTRY OF LABOUR
PRIVATE BAG 344
LILONGWE 3

Ref. No. VT/1/12/20 **9th February 2024**

TO : Principals and Managers of Technical and Vocational Training Institutions

CC : The Executive Director
TEVET Authority
Private Bag B406
LILONGWE

The Executive Director
Malawi National Examinations Board
P. O. Box 191
ZOMBA

The Secretary for Education, Science and Technology
P. O. Box 30134
LILONGWE

The TEVET Service Centre Manager
P. O. Box 31555
BLANTYRE 3

The TEVET Service Centre Manager
P. O. Box 1267
LILONGWE

The TEVET Service Centre Manager
P. O. Box 20138
MZUZU

The Chief Trade Testing Officer
Blantyre Trade Testing Centre
P. O. Box 30075
Chichiri
BLANTYRE 3

The Chief Trade Testing Officer
Lilongwe Trade Testing Centre
P. O. Box 1286
LILONGWE

The Principal Trade Testing Officer
Mzuzu Trade Testing Centre
P. O. Box 20140
MZUZU 2

REGISTRATION FOR TEVET EXAMINATIONS FOR JULY 2024 SERIES

Management of Technical and Vocational Training Institutions are hereby notified that registration for TEVET examinations for the July 2024 series is now open and shall close on 17th May 2024.

Colleges are advised to consolidate Registration Forms, compile lists of candidates per trade and per level and submit these together with examination fees to Mzuzu or Lilongwe or Blantyre Trade Testing Centre depending on the region of operation by close of business on 17th May 2024. Payment of examination fees beyond this date shall not be allowed.

Colleges which are not registered by the TEVET Authority (TEVETA) or those with expired registration certificates are not allowed to participate in these examinations. So too, colleges are not allowed to register candidates in trades which are not accredited by the TEVET Authority.

Examination fees for Levels 1, 2, 3, and 4 are K20, 000.00, K30, 000.00, K40, 000.00 and K50, 000.00 per candidate respectively and this is non-refundable. Candidates are not allowed to pay examination fees on individual basis but only through their respective colleges.

Additionally, candidates are not allowed to pay for higher level examinations before attaining the lower level qualification. Repeaters must retake the failed papers only.

Colleges are further reminded to ensure that the External Verification (EV) of continuous assessments is undertaken for all eligible candidates before the commencement of summative examinations scheduled from 1st to 19th July 2024.

Attached hereto is the Registration Form, the Examination Timetable and the Candidate Summary Sheet for your necessary actions.

Wezi Kayira

SECRETARY FOR LABOUR

Attached: