

(See notes on reverse side)

PART A

CANDIDATE'S DETAILS

To be completed by applicants requiring results verification by Notary Public.

Full name at the time of the examination _____

School/Centre Name _____ Region _____

Candidate No _____ Date of Birth _____

National Registration No _____ District _____

Examination level taken (e.g. ZGCE O-Level) _____

Month and year of examination _____

PART B

REQUESTING AUTHORITY

Reasons for requiring results

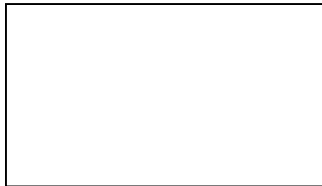
Full name of employer/Head of College _____

Date _____ Signature _____

(Prospective Employer/Head of College)

(a) Name and Address of Prospective employer/Head of College to which copies are to be sent

(b) Official Stamp



Please enclose a fee of \$ _____ and tick (✓) in the appropriate box the mode of payment.

Cash [] _____ Bank certified cheques [] _____ Postal Order [] _____

FOR OFFICE USE

Amount received _____ Receipt No _____

Receiving Officer _____ Date _____

**ZIMBABWE SCHOOL EXAMINATIONS COUNCIL
(ZIMSEC)**

EXAMINATION RESULTS CONFIRMATION REQUEST FORM

If a certificate has been lost, burnt or destroyed, ZIMSEC will not issue a duplicate.

If proof of having passed an examination is wanted in order to obtain employment or further training, ZIMSEC will supply a Confirmation of Results to the authority requiring the results.

Any authority requiring the confirmation should complete the Examination Results Confirmation Request Form and forward it to: -

THE CONFIRMATION SECTION
ZIMBABWE SCHOOL EXAMINATIONS COUNCIL
P O BOX CY 1464
CAUSEWAY
HARARE

Once a confirmation has been made, ZIMSEC will post the Confirmation of Results direct to the authority requiring the information and the results sheet become the property of the Employer/Head of College and should never be given to the candidate himself/herself. This is to ensure that the integrity of the results is maintained.

A confirmation fee of \$..... is charged. If the applicant sat for the examinations in more than one session each session taken attracts a confirmation fee of \$.....

ZIMSEC will issue a certifying statement in lieu of a certificate for: -

ZGCE O-Level	\$
Grade 7 and ZJC	\$
Grade 11, 9, Std 6	\$
Other	\$

NB: PLEASE NOTE THAT AS A GENERAL RULE RESULTS FOR ANY EXAMINATION CANNOT BE CONFIRMED UNTIL THE EXAMINATION BOARDS HAS ISSUED CERTIFICATES.

1. PART A: should be completed by the candidate. PARTS B & C should be completed by the prospective employer/Head of College or any Authority requiring the confirmation and forward to ZIMSEC.
2. If the results are required outside Zimbabwe, the applicants must furnish the following information together with the confirmation fee.
 - (a) Full names and address of the Authority requiring the results;
 - (b) Full names of applicant (i.e. names used in the examination);
 - (c) Full names of examination(s) taken;
 - (d) Full names of schools where examination(s) were sat;
 - (e) Correct month(s) and year(s) in which examination(s) was/were written.