

CERTIFICATION SERVICES



BOTSWANA
EXAMINATIONS
COUNCIL

Requirements for Merging JCE Certificate



Only **JCE** examination certificates can be merged.

REQUIREMENTS:



1

Submit a request letter stating the years to be merged and the names of the schools/centres.



2

Original certificates must be returned to BEC when applying for merging.



3

Provide a certified identity document (Birth certificate allowed for individuals under 16 years).



4

A fee of **P250.00**
(Two Hundred and Fifty Pula only) is payable.



5

An affidavit is required for name differences or spelling errors.

- For surname differences: provide a letter from the Customary Court (Kgosi/Chief) or Department of Civil and National Registration (DCNR).



6

If collected by a third party, an affidavit from the owner and a recently certified copy of the certificate owner's ID are required.



When the owner
is outside
Botswana:



Affidavit from the representative.



Authorization letter and affidavit from the certificate owner.



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