



EXAMINATION AND ASSESSMENT TIME-TABLE

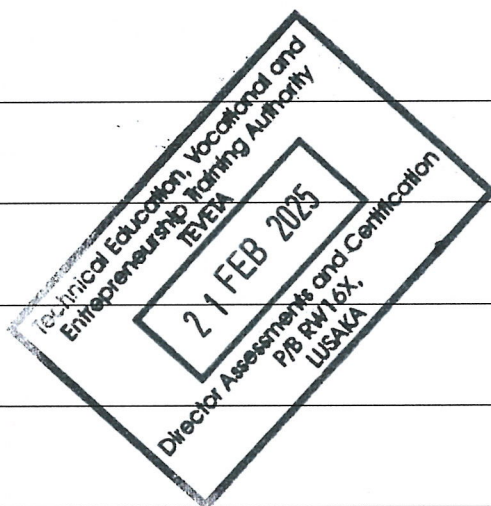
2025 TRADE TESTING AND SKILLS AWARD PROGRAMMES

SITTING : APRIL/ MAY2025 SESSION

LEVELS (ZQF Level 3, Level II)

THE TRADE TEST PROGRAMME EXAMINATION AND ASSESSMENTS WILL BE CONDUCTED ON THE DATES SHOWN IN THE TIME-TABLE BELOW IN ACCORDANCE WITH THE GUIDELINES FOR THE CONDUCT AND ADMINISTRATION OF TEVETA EXAMINATION IN ZAMBIA

DAY/DATE	MORNING SESSION 09:00 – 12:00 HOURS	AFTERNOON SESSION 14:00 – 17:00 HOURS
FRIDAY 11/04/2025	1. <i>Orientation of candidates on the examination guidelines.</i> 2. <i>Orientation of Invigilatos on examination guidelines</i> 3. <i>Signing of Oath of Secrecy by Invigilators</i> 4. <i>Signing of Examination Malpractice declaration statement by individual candidates.</i>	
MONDAY 14/04/2025	ZQF LEVEL 3 (LEVEL I) & LEVE II - TRADE THEORY	
TUESDAY 15/04/2025	TRADE PRACTICE (ALL PROGRAMMES)	
WEDNESDAY 16/04/2025	TRADE PRACTICE (ALL PROGRAMMES)	
THURSDAY 17/04/2025	TRADE PRACTICE (ALL PROGRAMMES)	
FRIDAY 18/04/2025	TRADE PRACTICE (ALL PROGRAMMES)	
SATURDAY 19/04/2025	TRADE PRACTICE (ALL PROGRAMMES)	
SUNDAY 20/04/2025	TRADE PRACTICE (ALL PROGRAMMES)	



NOTES:

1. Attendance registers: a copy of the attendance register must be enclosed in the tamper evident package for answer scripts.
2. Marking Sheet: a copy of the completed marksheet must be enclosed in the package.
3. The number of scripts packed must only be for the candidates assessed.
4. Candidates not appearing on official register must not be allowed in the examination room or workshop for practical.
5. Both theory and practical scripts must be marked and recorded on the official mark sheet.
6. All examination sessions should start on time as indicated on the time table. The institution/centre will be penalised for starting the examinations late or earlier than the stipulated time.
7. Invigilation Report, Registers, Scripts and Mark sheets must all be enclosed in the sealed tamper evident bag.