



## Ministry of Education, Culture, Youth and Sport Sint Maarten

*Division of Examinations*  
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*Philipsburg*

The Division of Examinations of the Ministry of Education, Culture, Youth & Sport hereby announces that private candidates who wish to participate in the Caribbean Examinations Council (CXC) Caribbean Secondary Education Certificate (CSEC) in the **January 2026 Examinations** can register.

**Registration period: September 1<sup>st</sup> - October 17<sup>th</sup>, 2025**

### INSTRUCTIONS FOR PRIVATE CANDIDATES

Please read these instructions carefully. Entry forms which are not completed in accordance with these instructions will NOT be processed.

#### ENTRY FORM

Applications must be completed on the prescribed registration form which will be available via email or available at our office (see above).

#### TO COMPLETE YOUR REGISTRATION, YOU MUST:

- Complete the REGISTRATION FORM and send it via e-mail to the email addresses mentioned in this ad.
- The following documents must be attached:
  - Valid Picture Identification (Identification Card, Driver's Permit or Passport).
  - The official receipt for the fees paid (invoice will be sent once registration form is received)

#### A: GENERAL INFORMATION

When making an application, the following instructions must be noted:

- a. For NEW candidates, the name entered on the Registration Form must be the same indicated on the birth certificate. For other (Former) candidates, the name entered on the Registration Form must be the same as that on previous CSEC or CAPE certificate or preliminary results slip.
- b. Your Identification Card number, Driver's Permit number or Passport number must be entered.
- c. Upon completion, candidates will receive acknowledgement via email as proof that the Division of Examinations has received your application.

#### B: e-TESTING FOR PAPER 1 (Multiple Choice Questions)

For the January 2026 CSEC examinations, Paper 1 (multiple choice paper) will be administered electronically by e-testing. (Note that Paper 2 and Paper 3 will be done by traditional pen and paper).

The Division of Examinations will provide a laptop computer for the candidates' use.

**C: JANUARY 2026 SUBJECT LISTING**

The CSEC subjects for which applicants may apply for the January 2026 examinations are listed in the following table:

**January 2026 CSEC Subjects**

**Candidates must select one of the following options associated with each subject:**

SUBJECT	PROFICIENCY	RESIT	ALTERNATIVE PAPER TO SBA	NON-SBA	TRANSFER SBA ACROSS SUBJECTS
Biology	General	Yes	Yes		
Chemistry	General	Yes	Yes		
English A	General	Yes	Yes		English B
English B	General	Yes	Yes		English A
Human and Social Biology	General	Yes	Yes	Yes	
Information Technology	General	Yes	Yes		
Mathematics	General	Yes	Yes		
Office Administration	General	Yes	Yes		
Physics	General	Yes	Yes		
Principles of Accounts	General	Yes	Yes		Economics, POB
Principles of Business	General	Yes	Yes		Economics, POA
Spanish	General	Yes	Yes	Yes	
Social Studies	General	Yes	Yes		

**RESIT:**

**Re-sit means that the candidate wants to reuse an SBA from a former sitting. An SBA is valid for 2 years. Re-sit candidates attempt P1 and P2 only.**

- I. Candidates who wish to reuse the SBA marks obtained in the May/June 2024 or May-June 2025 examinations must select ‘**Re-sit**’.
- II. The candidate’s name on the Registration Form must be the same as the name on the past CSEC or CAPE certificate or preliminary results slip.
- III. **Candidates must enter their previous candidate number when applying for Re-sit.**

**ALTERNATE:**

Alternate means that the candidate has no SBA. Only school candidates can submit SBAs. Alternate implies that the candidate must attempt all Papers (P1, P2 and P3/2)

- IV. Private candidates writing a subject for the first time must select ‘Alternate’
- V. All private candidates must select ‘Alternate’ unless they have an SBA as outlined in (i) above. Former candidates who do not wish to re-use their SBA, must select ‘Alternate’.

**SPANISH**

The Spanish oral exam will be scheduled between **December 17<sup>th</sup> and December 19<sup>th</sup>, 2025**. If no notification is received by **December 8<sup>th</sup>, 2025**, please contact the Division of Examinations.

**D: EXAMINATION CENTRE LOCATION**



Brooks Tower Building, across to the Governor’s Cabinet

Suite B3, Exam Room  
Falcon Drive #7, Harbour View  
Philipsburg

**E: CANDIDATE IDENTIFICATION**

- Candidates **MUST** present a form of valid picture ID on the day(s) of their examination.

**CANDIDATES WILL NOT BE ALLOWED TO ENTER THE EXAMINATION ROOM WITHOUT A VALID PICTURE ID.**

**F: PAYABLE FEES**

1. Candidates must pay all requisite fees.
2. Candidates who attend schools/institutions are required to pay all requisite fees.
3. Candidates **MUST** email proof of payment. If receipts are not received by the stipulated deadline the application will **NOT** be processed, and the candidate will **NOT** be registered.

**FEE STRUCTURE**

CSEC

Fees	Cg.	USD \$	
Registration & 1 <sup>st</sup> subject Fee	175	98.31	← Paid once
Additional Subject Fee	75	42.13	← Per subject
Late registration Fee	50	28.09	← Paid once
Invigilation Fee per subject	150	84.27	← Per subject
DHL fee	90	50	← Paid once

**WITHDRAWALS:**

Applications for complete withdrawals or subject withdrawals should be submitted in writing or via e-mail to the Local Registrar – [yvette.halley@sintmaartengov.org](mailto:yvette.halley@sintmaartengov.org) - and will be considered up to **October 27<sup>th</sup>, 2025**.

## REFUNDS:

There will be no refunds once you have registered and paid. Upon registration the exams are ordered via CXC and the Ministry of ECYS is obligated to remit payment thereof.

## G: TIMETABLES

The official timetable giving the Centre Number and Candidate Number will be available to candidates **during the second week in December 2025**. Candidates should check CXC's student portal at "[ors.cxc.org/studentportal](https://ors.cxc.org/studentportal)" where a copy of their personal timetable can be obtained. Candidates are required to select 2026 JANUARY CSEC and enter their Surname and Date of Birth. Candidates are advised that the January 2026 CSEC Timetable will also be available on CXC's website:

<https://www.cxc.org/examinations/csec/timetables/>

## H: SPECIAL ASSESSMENT ARRANGEMENTS (Concessions)

Requests for Special Assessment Arrangements (concessions) for candidates with known disabilities may be submitted by hand to the Ministry of Education. An **EXA51** form must be completed. This form can be obtained from the Division of Examinations.

Candidates must also submit a report from a medical doctor/consultant. This report must not be more than two years old. The report must give details of the conditions experienced by the candidate.

Special Assessment Arrangements requests, as well as requests for **Braille and enlarged print** question papers must be submitted to the Division of Examinations no later than **17<sup>th</sup> October 2025**.

## I: APPLICATION PROCESS

- 1) Read ALL the instructions carefully.
- 2) Determine the subject(s) to be attempted.
- 3) Complete the Application Form, attach requested documents and email these to the Division of Examinations.
- 4) Make the payment of received invoice to the GOVERNMENT OF SINT MAARTEN at:
  - The Receivers Office.
  - Windward Island Bank: account number 32480003 ANG
  - Windward Island Bank; account number 32480005 USD \$

*When using Online Banking mention:*

  - *Your name (on the first line)*
  - *Invoice# and Your candidate's number (on the second line)*
- 5) Submit a copy of payment receipts via email to the Division of Examinations.
- 6) Upon receipt of the application and proof of payment, an email message will be sent to the applicant indicating that the application was received at the Division of Examinations.

Please note this does not mean that the candidate was registered for the examination.

## K: REGISTRATION PROCESS

- 1) Each application will be processed by the administrative assistant for completeness and compliance with the requirements stated in these instructions.
- 2) Each candidate must **review** and **sign** the registration confirmation slip as processed.
- 3) Candidates whose application data meet with the requirements and criteria will be duly registered for the January 2026 examinations.
- 4) Candidates whose applications do not meet the requirements and criteria stated in these instructions will **not** be registered and will **not** be acknowledged.
- 5) Candidates are required to verify their registration status with the Division of Examinations.

**L: DISHONESTY**

The CXC database reveals each candidate's history of attempts/ sittings at previous January and May/June CSEC and CAPE examinations. **Any attempt at dishonesty will render the application void and such applications will not be processed.** It should be noted that there are penalties for impersonation. A candidate who allows himself/herself to be impersonated is disqualified completely from all examinations for which he/she is entered into and debarred from the Council's examinations for two (2) years.

Drs. Y.J.C. Halley  
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