

# GHANA EDUCATION SERVICE

*In case of reply,  
the number and date of this  
letter should be quoted.*

My Ref. No.: GES/S&I/MSCL/2021/326

Your Ref. No. ....



Republic of Ghana

HEADQUARTERS  
Ministry Branch Post Office  
P.O. Box M 45  
Accra

15<sup>th</sup> November, 2021

## ALL REGIONAL DIRECTORS OF EDUCATION

### COMPUTERISED SCHOOL SELECTION AND PLACEMENT SYSTEM (CSSPS) 2021 SCHOOL SELECTION TRAINING AND PLACEMENT SENSITIZATION EXERCISE

Management of the Ghana Education Service (GES) wishes to inform you that the 2021 School Selection and Placement Sensitization exercise will start on Monday, 22<sup>nd</sup> November, 2021 and end on Friday, 3<sup>rd</sup> December, 2021.

Consequently, officers from GES Headquarters, CSSPS and Free SHS Secretariat will be in your Region to conduct the training exercise.

The following officers are to be part of the participants to be trained for the sensitization exercise:

REGIONAL TEAM	DISTRICT TEAM
Chief Inspector of Schools	Deputy Director Supervision & Monitoring
Free SHS Coordinator	Examination Officer
Examination officer	G&C Coordinator
G&C Coordinator	Public Relation Officer
Public Relations officer	

You are kindly requested to accord the team the necessary assistance.

Please, find attached the itinerary of the training exercise.

Thank you.

  
**PATTY E. ASSAN (MRS.)**  
**DIRECTOR, SCHOOLS AND INSTRUCTIONS DIVISION**  
**For: DIRECTOR-GENERAL**

cc: The Director-General, GES HQ, Accra  
The Deputy Director-General (MS), GES HQ, Accra  
The Deputy Director-General (Q&A), GES HQ, Accra  
The National Coordinator, Free SHS, MoE, Accra  
The Coordinator, CSSPS, GES HQ, Accra

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## COMPUTERISED SCHOOL SELECTION & PLACEMENT SYSTEM 2021 SCHOOL SELECTION TRAINING & SENSITIZATION

### ACTIVITY SCHEDULE

S/N	ACTIVITY	TARGET GROUP
1.	Regional Level Training	Regional / District Officers
2.	Regional Level Training	Regional Office Staff / General Public
3.	District Level Training / Supervision / Radio	Candidates / General Public
4.	District Level Training / Supervision / Radio	SISOs & Headteachers
5.	District Level Training / Supervision / Radio	SISOs & Headteachers
6.	Religious / Organized Groups Visits	General Public
7.	Religious / Organized Groups Visits	General Public
8.	One Major Radio Programme (Morning Show)	General Public
9.	Circuit Level Supervision / Radio	District Level Officers / General Public
10.	Circuit Level Supervision / Radio	District Level Officers / General Public
11.	Circuit Level Supervision / Radio	District Level Officers / General Public
12.	School Level Supervision	Candidates / Parents
13.	School Level Supervision	Candidates / Parents