

GHANA EDUCATION SERVICE

In case of reply the number
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18th September, 2026

REGIONAL DIRECTORS

MINISTERIAL DIRECTIVE ON ENROLMENT AND ADMISSIONS INTO SECOND-CYCLE SCHOOLS

Management of the Ghana Education Service presents its compliments and references a letter on the above subject matter received from the Minister for Education.

The letter provides that, the Ministry of Education, in line with Government's commitment to improving access to secondary education and strengthening the integrity of placement and enrolment processes, has issued the Directive for strict compliance by all Heads of Senior High Schools and Senior High Technical Schools (SHS/SHTS).

It must be noted that, for the 2026 placement cycle, the Computerized School Selection and Placement System (CSSPS) has been enhanced to include a built-in enrolment component, thereby providing a comprehensive end-to-end system for the placement and enrolment of students into second-cycle institutions.

Accordingly, once vacancies are declared, validated and confirmed on the system, there shall be no further expansion of vacancies. The exact number of students placed through the CSSPS shall constitute the approved enrolment for each school. No school head is permitted to admit any student outside the CSSPS.

Regional Directors are kindly requested to share this information with all Heads of second-cycle institutions through their respective Metro/Municipal/District Directors and ensure strict compliance with the directive and in particular, provide the necessary oversight and monitoring to ensure that no Head of school admits students outside the approved CSSPS process.

Management wishes to emphasize that any Head of school found to have admitted students outside the CSSPS, upon confirmation through enrolment data validation, shall be sanctioned in accordance with the applicable regulations and the Code of Ethics.

Management counts on your usual cooperation and support in ensuring the effective implementation of this Directive.

PROF. SMILE DZISI (MRS.)
DEPUTY DIRECTOR-GENERAL (MS)
For: DIRECTOR-GENERAL

Cc: Hon. Minister. MoE, GES, Hqtrs, Accra
Hon. Deputy Minister, MoE, Hqtrs, Accra
Chief Director, MoE, Hqtrs, Accra
Director - General, GES, Hqtrs, Accra
Deputy Director-General, (Q&A), GES, Hqtrs, Accra
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