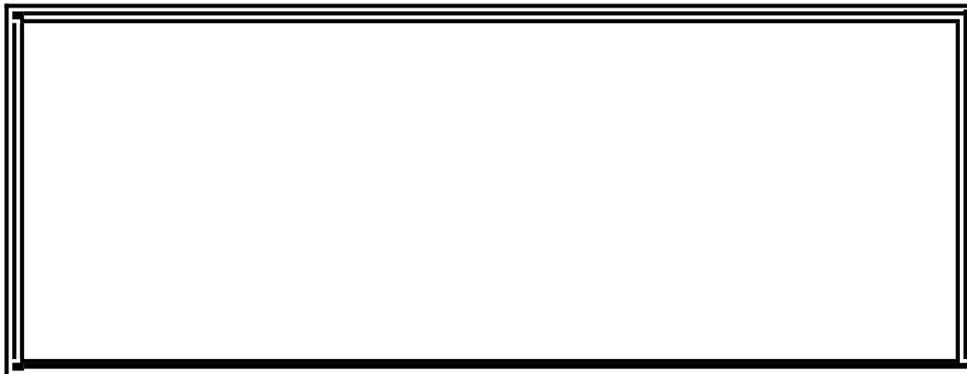




**EXAMINATIONS 2019**

**GUIDANCE FOR STUDENTS & PARENTS**



**Centre Number: 22161**

**School Telephone No: 01223 200400**

**Email: [exams@ivc.tmet.org.uk](mailto:exams@ivc.tmet.org.uk)**

## **INTRODUCTION**

It is the aim of Impington Village College to make the examination experience as stress-free and successful as possible for all candidates.

Hopefully, this booklet will prove informative and helpful for you and your parents. Please read it carefully and show it to your parents so that they are also aware of the examination regulations and the procedures to follow in the event of any problems occurring.

The awarding bodies (or examination boards) set down strict criteria which must be followed for the conduct of examinations and Impington Village College is required to follow them precisely. You should therefore, pay particular attention to the Information for Candidates and Warning to Candidates notices which are reproduced in this booklet.

Some of the questions you may have are answered at the back of this booklet. If there is anything you do not understand or any question that has not been addressed, PLEASE ASK at the Exams Office.

If you or your parents have any queries or need help or advice at any time before, during or after the examinations please contact:

The Examinations Manager - Mrs Alison Difranco

The SEND Exams co-ordinator - Mrs Emma Vinnicombe

The Vocational & Internal Exams co-ordinator - Mrs Angie Wocha

Telephone number: 01223 200400

Email: [exams@ivc.tmet.org.uk](mailto:exams@ivc.tmet.org.uk)

Remember – we are here to help.

**GOOD LUCK!**



AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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## Warning to Candidates

1. You **must** be on time for all your examinations.
2. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
3. You **must not**:
  - sit an examination in the name of another candidate;
  - have in your possession any unauthorised material or equipment which might give you an unfair advantage.
4. **Possession of a mobile phone** or other unauthorised material **is breaking the rules**, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.
5. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
6. You **must** follow the instructions of the invigilator.
7. If you are in any doubt speak to the invigilator.

The Warning to Candidates **must be displayed in a prominent place outside each examination room. This may be a hard copy A3 paper version or an image of the poster projected onto a wall or screen for all candidates to see.**

Effective from 1 September 2014

AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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**Information for candidates**  
**For written examinations – effective from 1 September 2018**

This document has been written to help you. Read it carefully and follow the instructions.  
**If there is anything you do not understand, especially which calculator you may use, ask your teacher.**

<b>A Regulations – Make sure you understand the rules</b>	
1	Be on time for all your exams. If you are late, your work might not be accepted.
2	Do not become involved in any unfair or dishonest practice during the exam.
3	If you try to cheat, or break the rules in any way, you could be disqualified from all your subjects.
4	You <b>must not</b> take into the exam room: a) <b>notes</b> ; b) <b>potential technological/web enabled sources of information such as an iPod, a mobile phone, a MP3/4 player or similar device, a smartwatch or a wrist watch which has a data storage device.</b> <b>Any pencil cases taken into the exam room must be see-through.</b> <b>Remember:</b> possession of unauthorised material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.
5	If you wear a wrist watch the invigilator will ask you to remove it and place it on your desk.
6	Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers.
7	Do not talk to or try to communicate with, or disturb other candidates once the exam has started.
8	You <b>must not</b> write inappropriate, obscene or offensive material.
9	If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will not be allowed to return.
10	Do not borrow anything from another candidate during the exam.
<b>B Information – Make sure you attend your exams and bring what you need</b>	
1	Know the dates and times of all your exams. Arrive at least ten minutes before the start of each exam.
2	If you arrive late for an exam, report to the invigilator running the exam.
3	If you arrive more than one hour after the published starting time for the exam, you may not be allowed to take it.
4	Only take into the exam room the pens, pencils, erasers and any other equipment which you need for the exam.
5	You <b>must</b> write clearly and in black ink. Coloured pencils or inks may only be used for diagrams, maps, charts, etc. unless the instructions printed on the front of the question paper state otherwise.
<b>C Calculators, Dictionaries and Computer Spell-checkers</b>	
1	You may use a calculator unless you are told otherwise.
2	If you use a calculator: a) make sure it works properly; check that the batteries are working properly; b) clear anything stored in it; c) remove any parts such as cases, lids or covers which have printed instructions or formulas; d) do not bring into the exam room any operating instructions or prepared programs.
3	Do not use a dictionary or computer spell checker unless you are told otherwise.
<b>D Instructions during the exam</b>	
1	Always listen to the invigilator. Follow their instructions at all times.
2	Tell the invigilator at once if: a) you think you have not been given the right question paper or all of the materials listed on the front of the paper; b) the question paper is incomplete or badly printed.
3	Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.
4	Fill in all the details required on the front of the question paper and/or the answer booklet <b>before</b> you start the exam. Make sure you fill these details in on any additional answer sheets that you use.
5	Remember to write your answers within the designated sections of the answer booklet.
6	Do your rough work on the proper exam stationery. Cross it through and hand it in with your answers. Make sure you add your candidate details to any additional answer sheets that you use.
<b>E Advice and assistance</b>	
1	If on the day of the exam you feel that your work may be affected by ill health or any other reason, tell the invigilator.
2	Put up your hand during the exam if: a) you have a problem and are in doubt about what you should do; b) you do not feel well; c) you need more paper.
3	You must not ask for, and will not be given, any explanation of the questions.
<b>F At the end of the exam</b>	
1	If you have used more than one answer booklet and/or any supplementary answer sheets, place them in the correct order. Place any loose additional answer sheets inside your answer booklet. Make sure you add your candidate details to any additional answer sheets that you use.
2	Do not leave the exam room until told to do so by the invigilator.
3	Do not take from the exam room any stationery. This includes the question paper, answer booklets used or unused, rough work or any other materials provided for the exam.

## ADVICE ON EXAMINATIONS 2019

### EXAMINATION REGULATIONS

- Copies of the “Information for Candidates” and “Warning to Candidates”, which are issued by JCQ on behalf of the Examining Boards, are printed at the front of this booklet. All candidates must read these carefully and note that to break any of the examination rules or regulations could lead to disqualification from all subjects. The school must report any breach of regulations to the Awarding Body.

### ATTENDANCE AT EXAMINATIONS

- Candidates are responsible for checking their own timetable and arriving at school on the correct day and time, properly dressed and equipped. Candidates should arrive 20 minutes prior to the start time of their examination. Please wait quietly outside your exam room until you are invited to enter by the examination invigilators.
- Candidates who arrive late for an examination may still be admitted but will not receive any additional time. If special consideration applies then you must speak to the Examinations Office (see ABSENCE FROM EXAMINATIONS).
- School Uniform must be worn by students attending College for examinations.
- All items of equipment, pens, pencils, mathematical instruments, etc. should be visible to the invigilators at all times. You must use either a transparent pencil case or a clear plastic bag.
- Pens must be **black** ink or **black** ballpoint. No correction pens or tape are allowed.
- For Mathematics and Science exams, students should make sure their calculators conform to the examination regulations. If in doubt, check with your teacher. Remove any covers or instructions and make sure batteries are new.
- Please make sure that any watch alarms are turned off.
- Do not attempt to communicate with or distract other candidates.
- Examination regulations are very strict regarding items that may be taken into the examination room (see FAQs at the end of this booklet). If you break these rules you will be disqualified from the examination.
- **Mobile telephones, smart watches, iPods, MP3/4 players or any other technological/web enabled sources of information MUST NOT BE BOUGHT INTO THE EXAMS ROOM.** If any of these devices are found in your possession during an examination (even if it is turned off or broken) it will be taken from you and a report made to the appropriate exam board. No exceptions can be made.
- All wrist watches must be placed on your desk before the start of the exam.

- No food is allowed in the examination rooms. **Water in a clear bottle with all labels removed** & preferably with a pull top, is the only drink permitted in the examination room.
- Please do not write on the examination desks. This is regarded as vandalism and you will be asked to pay for any damage.
- Do not draw graffiti or write offensive comments on examination papers – if you do the examination board may refuse to accept your paper. Inclusion of offensive comments or obscenities aimed at a member of staff, examiner, ethnic or religious group; racist or lewd remarks or drawings on examination material may lead to penalties for a candidate up to and including the loss of all marks and being disqualified from all examinations in that series together with a ban on entering all future examinations for a set period of time.
- Listen carefully to instructions and notices read out by the invigilators – there may be amendments to the exam paper that you need to know about
- Check you have the correct question paper – check the subject, paper and tier of entry.
- Read all instructions carefully and number your answers clearly.
- You will not be allowed to leave an examination room early. If you have finished the paper use any time remaining to check over your answers and to ensure that you have completed your details correctly.
- At the end of the examination all work must be handed in – remember to cross out any rough work. If you have used more than one answer book or loose sheets of paper then these should be inserted inside the answer booklet.
- Invigilators will collect your exam papers before you leave the room. Absolute silence must be maintained during this time. Remember you are still under examination conditions until you leave the room.
- Question papers, answer booklets and additional paper must NOT be taken from the exam room.
- Remain seated in silence until told to leave the examination room. Please leave the room in silence and show consideration for other candidates who may still be working.
- If the fire alarm sounds during an examination the invigilators will tell you what to do. Don't panic. If you have to evacuate the room you will be asked to leave in silence and in the order in which you are sitting. You will be escorted to a designated assembly point. Leave everything on your desk. You must not attempt to communicate with anyone else during the evacuation. When you return to the exam room do not start writing until the invigilator tells you to. You will be allowed the full working time for the examination and a report will be sent to the awarding body detailing the incident.

## INVIGILATORS

- The College employs external invigilators to conduct the examinations. Students are expected to behave in a respectful manner towards all invigilators and follow their instructions at all times.
- Centre staff may be present at the start of an examination to assist with identification of candidates but are not allowed to advise on which sections of the paper or which particular questions should be attempted.
- Invigilators are in the examination rooms to supervise the conduct of the examination. They will distribute and collect the examination papers, tell candidates when to start and finish the examination, hand out extra writing paper if required and deal with any problems that occur during the examination, for example if a candidate is feeling ill.
- Please note that invigilators cannot discuss the examination paper with you or explain the questions.
- Pupils who are disruptive or behave in an unacceptable manner will be removed from the examination room by invigilators and members of the Senior Leadership Team.

## CLASHES

- If you have two or more examinations scheduled at the same time, then you have a clash (see FREQUENTLY ASKED QUESTIONS).

## TIMETABLES

- A copy of your own individual timetable showing your specific examinations with details of date, time, duration of exam, venue and seat number is enclosed with this booklet. **Check it carefully, and then take a photo of it with your phone!** If you think something is wrong or you think there is a clash on your timetable that has not been resolved, please speak to a member of the Examinations Office immediately.

## ABSENCE FROM EXAMINATIONS

- If you experience difficulties during the examination period (e.g. illness, injury, or personal problems) please inform the College at the earliest opportunity so we can help and advise you.
- Only in 'exceptional circumstances' are candidates allowed special consideration for absence from any part of an examination. It is essential that medical or other appropriate evidence is obtained on the day by the candidate/parent and given to the Examination Office without delay if an application is to be made for special consideration.
- A self-certification form (JCQ/ME Form 14) can be obtained from the Examinations Office which can then be countersigned by your doctor or nurse.

- For the award of a grade by special consideration, where a student misses part of an examination through illness or personal misfortune, a minimum of 25% of the examination (including coursework) must have been completed for both GCSE and GCE examinations.
- Parents and candidates are reminded that the school will require payment of entry fees (currently £40.00 per GCSE subject) should a candidate fail to attend an examination without good reason.
- Please note that misreading the timetable will not be accepted as a satisfactory explanation of absence.

## **EXAM CONTINGENCY DAY**

The College has been informed by the JCQ (Joint Council for Qualifications) who are the providers of regulations and examination practices across the UK that they are planning to hold an Exam Contingency Day on **Wednesday 26 June 2019**. You must be available up to and including this date, in case of any emergency changes to the examination schedule.

You will not be expected to be in College that day unless you have a scheduled examination.

## **EXAMINATIONS 2019**

### **NOTIFICATION OF RESULTS**

Results will be emailed to your College email account via SIMS in touch on results day.

A paper copy of your results will also be available for you to collect from College on the following dates.

- **GCE AS/A2** Results will be available for collection on:

**Thursday 15 August 2019 from 10.00 a.m. to 12.00 noon**

- **GCSE** Results will be available for collection on:

**Thursday 22 August 2019 from 10.00 a.m. to 12.00 noon**

- If you want any other person (including family members) to collect your results on your behalf, they must bring your written authorisation with them.
- Candidates who do not collect their results on Results Day will receive notification through the normal post. Letters will be posted on Results Day and not before.
- Under no circumstances will results be given out by telephone or personal email.

### **POST RESULTS**

- If you need post-results advice, teaching staff will be available on Results Day.
- If you need an Enquiry about Results service; re-mark or clerical mark check you must complete the appropriate form and return it to the Examinations Office. You will be required to pay the fee before the enquiry will be submitted. This fee will be reimbursed if your enquiry is successful (see FREQUENTLY ASKED QUESTIONS).

### **CERTIFICATES**

- Certificates will be available for collection in December from the College reception. Certificates will not be given to anyone other than the candidate without the candidate's written authorisation and will not be posted home.
- Impington is only obliged to keep certificates for a period of one year after issue. If candidates do not collect their certificates within this time (or if they lose certificates that have been issued) they can only be replaced by direct application to the appropriate examination boards. You are therefore urged to collect your certificates as soon as possible and store them safely.

## **FREQUENTLY ASKED QUESTIONS**

### **Q. What do I do if there's a clash on my timetable?**

- The College will re-schedule papers (on the same day) where there is a clash of subjects. Candidates will normally sit one paper then have a break during which they will be supervised and must not have any communication with other candidates - they will then sit the second subject paper ( a third paper may follow on occasions). Revised times will be shown on your individual candidate timetable. It may be necessary for you to bring a packed lunch if you have exams in both morning and afternoon as you will have to remain in isolation until both examinations are completed. If in doubt consult the Examinations Office.

### **Q. What do I do if I think I have the wrong paper?**

- Invigilators will ask you to check before the exam starts. If you think something is wrong put your hand up and tell the invigilator immediately.

### **Q. What do I do if I forget my Candidate Number?**

- Candidate Numbers are printed on your individual timetable and on seating plans which are displayed outside the exam rooms. Invigilators will be able to help you find your number.

### **Q. What do I do if I forget the school Centre Number?**

- The Centre Number is 22161. It will be clearly displayed in the examination rooms.

### **Q. What do I do if I have an accident or am ill before the exam?**

- Inform the College at the earliest opportunity so we can help or advise you. In the case of an accident which results in you being unable to write, it may be possible to provide you with a person (scribe) to write your answers but we will need as much prior notice as possible. You may need to obtain medical evidence (from your GP or hospital) if you wish the school to make an appeal for Special Consideration on your behalf (see below).

### **Q. What is an Appeal for Special Consideration?**

- Special Consideration is a post exam adjustment to a candidates marks. The allowance for Special Consideration is from 0 % (consideration given but addition of marks considered inappropriate) to 5% (reserved for exceptional cases). You should be aware that any adjustment is likely to be small and no feedback is ever provided.
- Candidates will only be eligible for Special Consideration if they have been fully prepared and covered the whole course but performance in the examination or in the production of controlled assessment is affected by adverse circumstances beyond their control. Examples of such circumstances may be illness, accident or injury, bereavement, domestic crisis. The Examinations Officer must be informed immediately, so that the necessary paperwork can be completed (within 7 days of the last exam session for each subject) and the candidate will be required to provide evidence to support such an application.

**Q. What do I do if I feel ill during the exam?**

- Put your hand up and an invigilator will assist you. You should inform an invigilator if you feel ill before or during an exam and you feel this may have affected your performance. All incidents will be recorded on the Exam log sheet.

**Q. If I'm late can I still sit the examination?**

- Provided you arrive at College by 10am or by 2pm it may still be possible for you to sit the examination. You should get to College as quickly as possible and report to Reception. A member of staff will escort you to the exam room. You must not enter an examination room without permission after an examination has begun.
- You should also be aware that if you start the exam more than 30 minutes after the published starting time, the school must inform the exam board and it is possible that the board may decide not to accept your work. Please ensure that you allow enough time to get to school so that if you are delayed (e.g. through transport problems) you will still arrive on time.

**Q. If I miss the examination can I take it on another day?**

- No. Timetables are regulated by the exam boards and you must attend on the published date and time.

**Q. Do I have to wear school uniform?**

- Yes. School uniform must be worn by all students attending exams.

**Q. What equipment should I bring for my exams?**

- For all exams you should bring at least 2 pens (**BLACK ink only**).
- For some exams you will need a calculator (Maths/Science), a 30cm ruler (marked with cm and mm), pencil sharpener and rubber, compasses, protractor, coloured pencils (not gel pens)
- You are responsible for providing your own equipment for examinations. You must not attempt to borrow equipment from another candidate during the examination.

**Q. What items are not allowed into the examination room?**

- Only material that is listed on question papers is permitted in the examination room and students who are found to have any material with them that is not allowed will be reported to the appropriate examinations board. In such circumstances, a student would normally be disqualified from the paper or the subject concerned.
- Bags and coats and any other items not permitted under examination regulations must be left in the changing room or placed at the rear of the smaller exam venues. Do not bring any valuables into school with you when you attend for an examination.
- No food is allowed in the exam room and only water in a clear container is permitted.

- Mobile telephones must not be brought into the Sports Hall. In the smaller venues mobile telephones must be placed in the plastic wallets provided and handed into the invigilators.

**Q. Why can't I bring my mobile telephone into the exam room?**

- Being in possession of a mobile phone (or any other electronic communication device, e.g. iPod, MP3, headphones, smart watch) is regarded as cheating and is subject to a severe penalty from the awarding bodies:

The minimum penalties are as follows:

Device found on you and turned **ON - disqualification from the entire subject award.**

Device found on you and turned **OFF- disqualification from the specific paper** you are sitting at the time.

If your Phone sounds during the exam **wherever it is in the room** the exam board must be informed and **you will be disqualified from all papers for the subject (including any already taken).**

**Q. How do I know how long the exam is?**

- The length of the examination is shown on your individual timetable under the heading 'duration'. Invigilators will tell you when to start and finish the exam. They will write the finish time of the exam on a flip chart or board at the front of the exam room. There will be a clock in all examination rooms.

**Q. Can I leave the exam early?**

- No. It is the school's policy not to allow candidates to leave the examination early, as this can be disruptive to other candidates. A candidate may not leave the examination room without the permission of the invigilators.

**Q. What do I do if the fire alarm goes?**

- The examination invigilators will tell you what to do. If you have to evacuate the room leave everything on your desk and leave the room in silence. You must not attempt to communicate with any other candidates during the evacuation.

**Q. Can I go to the toilet during the exam?**

- Only if it is absolutely necessary. You will be escorted by an invigilator and will not be allowed any extra time. All incidents will be recorded on the exam log sheet.

**Q. Why do I need to check the details on the Statement of Entry?**

- The personal details on your Statement of Entry will be used when certificates are printed. If the name or date of birth on your certificates does not match that on your birth certificate it could cause you problems later if you are asked to show your certificates to a potential employer or for entry to college/university. You should also check that the subjects and the tiers of entry are correct and that no subjects are missing.

**Q. I am entitled to extra time – how will this affect the way I take my exams?**

- Some students receive an allowance of 25% extra time. A card giving details of your access arrangement will be placed on your desk. Invigilators will have been made aware of your arrangement and will include the additional time when they display the finishing time of your exam on the board.

**Q. What do I do if I don't get the grades I need/expect?**

- Teaching staff will be available to advise you on results day. If you feel strongly that it is necessary to make an enquiry about your result you should first consult the Lead Practitioner of that subject to obtain their advice as to the advisability of requesting a review of the paper. You should be aware that your mark could go down as well as up or even stay the same.
- Review of marking requests must be submitted to the Examinations Officer by the deadlines shown on the Post Results Services sheet at the back of this booklet. **You will need to complete a Candidate Consent Form and return it with the appropriate fee to cover the cost of the service.**
- GCE students can request a priority photocopy of their AS/A2 exam script for the sole purpose of deciding upon an enquiry about results. You will need to complete an application form if you require this service.
- Under no circumstances will a request for a Post Results Service be actioned until the appropriate form and full payment has been received.

**Q. When is Study Leave?**

- Study leave will begin on 14th May 2019.

# POST RESULTS SERVICES

Summer 2019 exams



## Examinations Office

**IMPORTANT read and understand this section before you complete the form**

### Post-Results Services

Different services are available; not all services are available for all examinations and fees vary between awarding bodies.

Below is a summary and guide to help you fill in the Application Form.

Access to Scripts (ATS)	Closing Date
Copies of scripts to support review of marking (GCE)	22/08/2019
Copies of scripts to support review of marking (GCSE)	30/08/2019
Return of original scripts (GCE & GCSE)	26/09/2019
Review of Results (RoR)	Closing Date
Priority Review of marking (GCE only)	22/08/2019
Review of marking (GCE and GCSE)	19/09/2019

The Examinations Office is usually open to students from 9.00am until 3.30pm each day during term time.

**The Examinations Office will be open following the issue of results in the summer holiday**

If required please leave a message on 01223 200400 or email - [exams@ivc.tmet.org.uk](mailto:exams@ivc.tmet.org.uk)

### Review of Results (RoR)

You can also ask to have a clerical re-check if you think there may have been an arithmetical mistake, the Examinations Office can give further information. Review of results (RoR) is the term for a full review of marking. The deadline for completion is within 20 calendar days of the awarding body receiving the request (15 calendar days for a priority review GCE only).

If you apply for a review of marking there are three possible outcomes:	
1.	<b>Your original mark is lowered, so your final grade may be lower than the original grade.</b>
2.	<b>Your original mark is confirmed as correct, and there is no change to your grade.</b>
3.	<b>Your original mark is raised, so your final grade may be higher than the original grade you received.</b>

To proceed with a review of marking, you must complete the candidate consent declaration on the Application Form. This tells the Principal that you have understood what the outcome might be, and that you give your consent to the review being made. If you ask for a review the awarding body will carry out a clerical re-check and your script will be reviewed by a senior examiner. You can also ask for a copy of your script at the same time.

# APPLICATION FORM (GCSE)

Summer 2019 exams

Examinations Office



## PERSONAL INFORMATION

USE CAPITALS

SURNAME																								
CANDIDATE NUMBER					FIRST NAME																			
POSTAL ADDRESS INCLUDING POSTCODE																								
TELEPHONE NUMBER													EMAIL ADDRESS											

## EXAM DETAILS use your results slip (Complete one form per unit requested)

awarding body	subject name	unit code	Re-Mark/ Re-Mark + Copy of Script Original Script *
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Please Delete\*

### Tick box to indicate your requirement (Form to be returned to Exams Office with payment)

Please note that some exams have more than one paper eg English Language, Maths etc but only the overall result is shown on the results slip. The charges shown below are per exam paper. If you are in any doubt as to which paper you would like reviewed please contact the exams office who will be able to advise you of the individual marks for each paper within that specification.

GCSE ONLY	AQA	tick		OCR	tick	
	£11.30	<input type="checkbox"/>	Original Script	£11.75	<input type="checkbox"/>	Original Script
	£37.55	<input type="checkbox"/>	Re-mark per EXAM PAPER	£48.50	<input type="checkbox"/>	Re-mark per EXAM PAPER
	£51.90	<input type="checkbox"/>	Re-mark + Copy of reviewed script PER EXAM PAPER	£60.65	<input type="checkbox"/>	Re-mark + Copy of reviewed script PER EXAM PAPER
	EDEXCEL	tick		OCR	tick	Cambridge National
	FREE	<input type="checkbox"/>	Original Script	£11.75	<input type="checkbox"/>	Original Script
	£39.50	<input type="checkbox"/>	Re-mark per EXAM PAPER	£48.50	<input type="checkbox"/>	RE-mark per EXAM PAPER
	£51.70	<input type="checkbox"/>	Re-mark + Copy of reviewed script PER EXAM PAPER	£60.65	<input type="checkbox"/>	re-mark & copy of reviewed script per EXAM PAPER

I authorise you to apply for the above services(s) on my behalf and enclose payment of (Make one cheque payable to Impington Village College for multiple Applications) Please bring your cheque and application form to the Examinations Office	£
signature	date

## EAR

complete this section for re-marks

### Candidate consent to a review of results

Centre Number 22161	Centre name IMPINGTON VILLAGE COLLEGE	tick the box below
Candidate Number	Candidate Name (CAPITALS)	
I give my consent to the Principal of Impington Village College, to make an enquiry about the result of the examination(s) shown above. In giving consent, I understand that the final subject grade awarded to me may be lower than, higher than, or the same as the grade which was originally awarded for this subject.		<input type="checkbox"/>
signature	date	

# APPLICATION FORM (GCE AS/A2)

Summer 2019 exams



Examinations Office

**PERSONAL INFORMATION** **USE CAPITALS**

SURNAME																										
CANDIDATE NUMBER					FIRST NAME																					
POSTAL ADDRESS INCLUDING POSTCODE																										
DAYTIME PHONE NUMBER											EMAIL ADDRESS															

**EXAM DETAILS** use your results slip (Complete one form per unit requested)

awarding body	subject name	unit code	Priority Re-Mark / Re-Mark Priority Photocopy / Original Script *
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Please Delete\*

Tick box to indicate your requirement (Form to be returned to Exams Office with payment)

GCE ONLY	AQA	tick		OCR	tick	
	£14.35	<input type="checkbox"/>	Priority Photocopy	£12.15	<input type="checkbox"/>	Priority Photocopy
	£51.75	<input type="checkbox"/>	Priority Re-mark	£59.80	<input type="checkbox"/>	Priority Re-mark
	£11.30	<input type="checkbox"/>	Original Script	£11.75	<input type="checkbox"/>	Original Script
	£43.45	<input type="checkbox"/>	Re-mark	£48.50	<input type="checkbox"/>	Re-mark

EDEXCEL	tick	
FREE	<input type="checkbox"/>	Photocopy
£54.65	<input type="checkbox"/>	Priority Re-mark
FREE	<input type="checkbox"/>	Original Script
£45.85	<input type="checkbox"/>	Re-mark

The cost shown is for a single unit or paper

I authorise you to apply for the above services(s) on my behalf and enclose payment of (Make one cheque payable to Impington Village College for multiple Applications) Please bring your cheque and application form to the Examinations Office	£
signature	date

**EAR** **complete this section for re-marks**

**Candidate consent to a review of results**

Centre Number 22161	Centre name IMPINGTON VILLAGE COLLEGE	tick the box below
Candidate Number	Candidate Name (CAPITALS)	
I give my consent to the Principal of Impington Village College, to make an enquiry about the result of the examination(s) shown above. In giving consent, I understand that the final subject grade awarded to me may be lower than, higher than, or the same as the grade which was originally awarded for this subject.		<input type="checkbox"/>
signature	date	