

Re-sit examinations- Summer Series 2024

This form enables you to:

Re-sit a GCSE module or an AS module in May/June examination series 2024

Please note you can only re-sit an examination once.

The School policy on entries is as follows:

- Controlled Assessment cannot be re-sat and marks awarded will be carried forward.
- The **cost** of the examination is **your responsibility**. It is **£15 per module at GCSE level and £20 per module at GCE AS level**. A small administration fee is included in the cost as school has a variety of expenses in relation to re-sits.
- If you make a mistake after entries are submitted, school is charged. This cost will be passed onto you. It is £10 per error.
- **CAREFULLY COMPLETE** the form attached and **return to the school office** with the fee paid via ParentApp by Thursday 9th November 2023 at 12 noon.
- **An extra charge will be required for entries submitted after the requested date.**

Examinations in summer 2024 re-sit form.

Please return this form in person to the school office by **Thursday 9th November at 12 noon** with payment made via SIMS ParentApp.

Once an entry has been made no refund is possible. If you make an error you will be charged an additional fee to correct it.

All of the details necessary to complete this form are on your Examination 'statement of result's' print out which you received in August. If you are unsure ask the appropriate Head of Dept.

Incomplete forms will not be accepted.

COMPLETE THE FORM CAREFULLY

Pupil's full name [block letters] _____

Signature of parent/guardian _____

Candidate number: _____

Subject	Module Number/description e.g. AS Maths Unit 1	Code

Please confirm total payment paid on SIMS ParentApp £ _____