

GCSE Examination Results Summer 2018 Certificates and Post Results Service Information

Certificates

If you are returning to Monmouth Comprehensive School:

Your exam certificates will be distributed to you via your Form Tutor during December 2018.

If you are leaving Monmouth Comprehensive School:

Exam certificates will be available for collection from Main Reception from Monday 3rd December 2018. If you are unable to return and collect your certificates yourself please contact the school and we will help you to make alternative arrangements. As exam certificates are official documents and expensive to replace we prefer them to be collected to avoid damage to or even loss of them in the post.

Post Results Services

Post Results Advice and Guidance Day (T Block 9.30am – 2.00pm) : Tuesday 28th August 2018

An opportunity for you to discuss your course choices and future pathways with members of the Sixth Form and School Senior Leadership Team prior to Sixth Form Registration Day and the start of term.

Year 11 students may wish to discuss their Year 12 course choices; Year 12 students might be reflecting on their AS results, courses for Year 13 and their post Sixth Form pathways.

The Post Results Service deadlines for making applications to the Awarding Bodies are as follows:

Last date to apply for **priority copies** of scripts : **30th August 2018**
(To support decisions whether or not to make Enquiries about Results - scripts should be returned to centres by 6th September)

Last date to apply for an Enquiry about Results : **20th September 2018**
(Clerical check or review of marking)

Last date to apply for a non-priority copy of your exam script : **27th September 2018**

There are fees associated with the services above payment of which must be made before the applications are finalised with the Exam Board. The fees will be set up on ParentPay for ease of payment. A consent form must be signed by you before an enquiry about results can be made on your behalf.

If you wish to make an application for any of the above Post Result Services or if you have any queries regarding your results we would recommend that you speak to your teacher or the Subject Leader as soon as possible. They will be able to discuss your results with you and help you decide if an application is appropriate.

If you are unable to speak to a member of teaching staff then please contact the Examinations Officer **by email** (roachs@monmouth.schoolsedu.org.uk) who will be able to offer you further advice.

Mrs S Roach
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