

Candidate's Retake Form



Candidate's details			
1	Last Name	Forename(s)	Candidate Number
	Form		

Examination Series			
2	November	<input type="checkbox"/>	January
	<input type="checkbox"/>	Summer	<input type="checkbox"/>
Year			

Fees	
<p>Fees are different per exam board and per subject.</p> <p>Typically an A Level entry fee is between £60 - £90, and a single unit entry is about £40.</p> <p>Actual examination fees can be found easily on each exam board's website.</p> <p>The Examinations Officer can help you find the fees for the exams you wish to retake.</p> <p>NB - exam board fees are usually doubled if entries are made after the deadline.</p>	

Enter the details of the units you wish to retake					
This information can usually be found on your statement of results or at my.hartismere.com/exams					
3	Awarding body	Specification name	Specification code	Unit code or Paper No.	Fee Payable

Teacher's details		
4	Take this form to your teacher to have it checked	
	(They can help you with the information required above)	
	Teacher's name	Signature
		Date

Payment. <i>Entries cannot be made until payment has been received.</i>	
5	I have paid for this retake using ParentPay , <i>Look for the item "Supplementary Examination Cost"</i> <i>and state exactly what the payment is for.</i>
	I have brought cash or a cheque (payable to <i>Hartismere School</i>) into school.

Sign, Date and return this form to the Examinations Office		
6	Candidate's signature	Date
	Submission Dates: November series 10th September January series 1st October Summer series 1st February	

Office use
