

Kendrick School Sixth Form



Public Examinations: Entry Arrangements and Payment of Fees

The school will enter candidates for GCSE / GCE examinations in good faith and with the expectation that they will attend all written, practical and oral examinations and complete any Non-Examination Assessment (NEA) components to the pre-arranged deadlines.

Subject entry fees payable to the examination Awarding Bodies will be met by the school, but could be charged to the candidate / parent in any of the following circumstances:

- Failure to submit NEA without reasonable cause.
- Non-attendance at an examination without reasonable cause.
- Late withdrawal from an examination without reasonable cause

Reasonable cause will normally be considered to be on medical or compassionate grounds. In the case of NEA components, the school will endeavour to ensure that any candidates who have lost time through illness or other unavoidable cause will have had an adequate opportunity to complete the work or have negotiated an extension to the deadline.

Fees for non-taught/non-timetabled subjects or for resits are payable by the student. Requests for entry for these should be made to the Exams Officer by 1st December of the relevant academic year.

Details of entries for University Admissions Tests are circulated in September in year along with the costs payable by the student.

All candidates will have been briefed on procedures regarding NEA deadlines and should be aware of the following points:

- Where there is a legitimate reason to request an extension to the deadline, this must be negotiated in advance with the teacher involved.
- NEA presented after the deadline without a negotiated deadline may not be marked. The candidate would be notified in this unlikely event.
- A grade for an examination subject could still be awarded on the basis of components completed.

Issues concerning entries, withdrawals and payment of fees, will always be dealt with on an individual basis, taking into account the candidate's personal circumstances and needs.

Examination Fees

GCSE: Entry Fees vary between subjects and Awarding Bodies. Please contact the Examinations Officer at the school for individual subject information.

GCE: Entry Fees vary between subjects and Awarding Bodies. Please contact the Examinations Officer at the school for individual subject information.

