

## Sixth Forms in Partnership

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### Form to request Centre Assessed Grades

The Ladies' College and Elizabeth College are able to provide students with a copy of their centre assessed grades that were awarded by their teachers. The vast majority of these will be identical to the final grade awarded by the exam board. We would suggest that you think carefully about the value of asking for this information, how you would feel about knowing the centre assessed grades and whether you are still able to pursue your goals with the results you have achieved before asking for them.

This has the potential to be a very onerous administrative task at an already hectic time, depending on the volume of request received, and it may take some time to process them all. Consequently, we wish to prioritise requests that could have an impact on a student's future plans (e.g. to support your case if you have missed out on your university place or to help you to decide whether or not to sit exams in the autumn). Please ensure that you indicate in the box below if you fall into this category.

Completed forms should be submitted to the Exams Officer at your home centre in an envelope clearly marked for the attention of Mrs Duguid (The Ladies' College) or Mr Cousens (Elizabeth College). If they are not available personally to receive the forms, they should be left in a box which will be located outside Reception at The Ladies' College or posted through the letterbox / left on the ledge of Reception at Elizabeth College.

<b>Candidate Name:</b>
<b>Preferred e-mail address for receiving centre assessed grades:</b>

<b>Subjects that Centre Assessed Grades are being requested for:</b>

Please tick this box if knowledge of your Centre Assessed Grades could affect your future plans.

**Candidate signature:** .....

**Date:** .....