

## **Notification of Results**

- AS/A Level/GCSE results are published in August for the May/June series of examinations. GCSE results for November examinations will be available in January. Dates for the publication of results will be displayed on the exam notice-boards and the College website.
- All results will be available on the College Gateway from 7.30am on results days. Results for the May/June AS/A Levels will also be displayed on the main doors/windows of the College by approximately 10.00am on the day they are published.

Please remember that you will need your student ID number. This is the six digit number that is used to log on to the College Gateway and this number is shown on your ID card.

- If you wish any other person (including family members) to collect your results on your behalf, you must give your written authorisation to the Examinations Office before results day).
- AS/A Level/GCSE statements of results will be posted first class to your home address on the day of publication.
- BTEC grades will available on the Gateway on AS/A level results day. BTEC certificates arrive in College in batches depending upon when you completed your final coursework unit and can be collected after results day from the Exams Office.
- No results will be given out by telephone.
- AS/A Level/GCSE certificates arrive in College during the autumn term. A Level certificates will be handed out to students on a presentation evening. Any certificates not collected on the designated evening, will be posted to your home address. AS and GCSE certificates will also be posted to your home address. Certificates will not be given to anyone other than the candidate, without the candidate's written authorisation.
- Remember to let us know your new address if you move house after leaving College and before receiving your certificates.
- The College is only obliged to keep certificates for a period of one year after issue. If candidates do not collect their certificates within this time (or if they lose their certificates, after receiving them via the post), they must be aware that they can only be replaced by direct application to the Examination Board/Awarding Body at a significant cost. You are therefore urged to collect and/or keep your certificates safely