

27 MARCH 2020

## EXAMINATIONS UPDATE



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Dear Student,

First of all, I really hope that you and your friends and family are ok and that you've been following the government's advice and staying at home. I understand you may be worried about your exams or assessments, and I'm writing to you today to give you an update on what's happening and who to contact if you have any questions.

### Examinations and Assessments

As you will have heard, the May/June Summer 2020 examinations have been cancelled and we are awaiting further guidance on examinations and assessments for the Technical and Vocational Qualifications. Therefore, and in line with the Government directive, all examinations from the 23<sup>rd</sup> March 2020 and onwards have been postponed until further notice. The only exceptions are End-Point Assessment tests and activities if you are doing an apprenticeship and these will be organised directly with individual apprentices and their employers.

### Exam Certificates

As the College is currently closed, we are unable to issue certificates to students, however, if you need a confirmation of your achievement from us, you can send an email to:

[ExamsInfo@kirkleescollege.ac.uk](mailto:ExamsInfo@kirkleescollege.ac.uk) stating your:

- Full Name
- Date of Birth
- Qualification(s) you need information for

We will respond to your email with information from our College System or, if possible, confirmation from the Awarding Organisation.

### Exam Results

We will continue to update your records with results of exams you have already taken and you can access this information from your Student Pro-portal account. Please use attached instructions on how to access your exam results from your Student Pro-portal account.



### Exams Access Arrangement Assessments

As the College is currently closed, the Exams Access Arrangement Assessors will not be able to undertake assessments with students. Any booked assessments have had to be cancelled. As soon as we are back in College, these will be re-arranged with students directly.

### Exams Website

You can still access information e.g. Awarding Organisation contact numbers, etc. from the College Exam Website.

### Contacting the Exams Team

The Exams Team are currently all working from home. If you have a query, please send an email to [ExamsInfo@kirkleescollege.ac.uk](mailto:ExamsInfo@kirkleescollege.ac.uk) with your full name, date of birth and query. One of the team members will respond to your query as soon as possible.

I really hope we can soon return to our normal way of working. In the meantime, we look forward to dealing with your queries and we'll keep updating you regularly as we receive further information.

The best way to prepare for your future assessments is to continue to work hard, keep in touch with your tutor(s) regularly and ask for feedback on how you're doing. Until then please STAY SAFE!

Best wishes,



Carmen Gonzalez-Eslava  
Vice Principal

