



RECEIVING YOUR EXAMINATION CERTIFICATES

**PLEASE REMEMBER TO COLLECT ALL GCSE/BTEC/AS/A LEVEL CERTIFICATES
FROM THE MAIN SCHOOL RECEPTION FROM MID-NOVEMBER 2018**

*If you wish to have your Certificates posted to you, please complete the following request form:

Candidate Name:	Date of Birth:	Contact Number:	Contact Email:
<input type="checkbox"/> Please send all my Certificates by "trackable post" with Royal Mail. I will not be collecting my Certificates from Rednock School Reception in November 2018. Please PRINT IN BLOCK CAPITALS the address to be used: _____ _____ _____ Post Code: _____			
I enclose £2.50 to cover the cost of "trackable" postage and a board back envelope			
Cash/Cheque* (please delete as applicable)			
*Cheques should be made payable to 'Rednock School'.			
Candidate signature:		Date:	

Completed forms should be returned to Mrs Sellar (Exams Officer)
Rednock School, Kingshill Road, Dursley, Gloucestershire GL11 4BY.

**Certificates are important legal documents and will be required for
C.V.'s, job applications and to verify your 'Statement of Results'**

PLEASE KEEP THEM IN A SAFE PLACE

The School is required to keep certificates for **one year** only, after that time any uncollected certificates may be destroyed

Exam Boards will provide replacement Certificates at a cost of approximately £45 each