



PASSION EDUCATION LTD

Policy Name: External Examination and Candidate Logistics

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Authorised By: Helen Maduka, CEO

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External Examination and Candidate Logistics

1. Introduction

Passion Education Ltd prepares students for the highest levels of academic achievement, primarily focusing on **iGCSE** and **11 plus** qualifications. This policy clarifies the distinction between the Academy's role as an educational provider and the role of external examination centres.

2. Private Candidate Status

As we provide an **alternative provision**, all students enrolled in our **iGCSE bundles** are classified as "Private Candidates".

- **Responsibility for Entry:** It is the legal responsibility of the parents or guardians to register the student at an approved external examination centre.
- **Centre Selection:** While the Academy can offer guidance on locating **Pearson Edexcel** approved centres, we do not have a formal affiliation with specific physical venues.
- **Deadlines:** Parents must adhere to the national entry deadlines set by the Joint Council for Qualifications (JCQ) to avoid late entry fees.

3. Institutional Support for Logistics

To support the student's **academic trajectory**, the Academy provides the following logistical assistance:

- **Specification Codes:** We provide parents with the exact specification and unit codes for all subjects taught within our bundles to ensure correct registration.
- **Predicted Grades:** Following a forensic audit of the student's work, the **CEO** or **COO** can provide formal predicted grades if required by an examination centre or future school application.
- **Access Arrangements:** We provide the necessary internal data to support applications for "Access Arrangements" in line with our **SEND Provision**.

4. Evidence of Mastery

The Academy maintains a portfolio of the student's work from the **Surgical Writing Labs**.

- **Forensic Records:** These records serve as evidence of the student's progress and can be shared with examination centres if a formal request for "Centre Assessed Grades" is mandated by the government in exceptional circumstances.
- **Mock Examinations:** We conduct formal mock examinations under timed conditions to ensure students are prepared for the rigour of the external examination hall.

5. Financial Exclusions

As detailed in our **Fees, Refunding, and Financial Terms**, the cost of external examination entries is not included in the Academy's tuition fees. Parents are responsible for all fees charged by the chosen examination centre.

6. Post Examination Support

Following the release of results, the **CEO** remains available to consult on the student's next academic steps, ensuring their **trajectory** continues toward further **high seniority** success.