

04 January 2019

Dear Leaver

Leavers Exam Re-sits

Re-sit entry forms are now available. If you plan to re-sit any exams in the summer 2019 exam season you must complete and return to the Exams Office an entry form **and** make payment via Joinos. The **deadline is Friday 25th January**.

Paying for a re-sit

When you sign into Joinos you will see all the A Level subjects that students sat last year. You select the subject(s) you wish to re-sit. If it is a linear (reformed) A Level or the Chemistry Pre-U you resit the subject so you add one item to your basket. If it is a unitised (legacy) A Level, you add to your basket the number of units you wish to re-sit. Each subject has a maximum number of units you can buy, e.g. DT has two (the AS and A2 written units). The cost is per unit.

Completing the entry form

The re-sit entry form is found as an attachment for each re-sit offer in Joinos, for you to download and complete. The form is also on the school web site under Student Life / Exams / Re-Sits. The subject and unit names, codes and fees are on the form. Please use one form for all the papers you plan to re-sit. You must return form to the Exams Office, **without it no exam entry can be made**.

Confirmation of entries

You will be emailed an exam timetable which shows the exam(s) for which you have been entered. This will be done once the school has entered all candidates, usually before half-term in February.

GDPR consent

As a result of the changes to data protection rules following the introduction of the General Data Protection Regulations, I would advise that your personal data (in this case your name, date of birth, gender and Unique Candidate Identifier or Unique Learner Number) will be passed to the relevant exam board. By paying the re-sit fee, you are giving the school explicit permission to share this data with them as it is a necessity for the exam entry. Consequently, failure to agree will unfortunately mean that your form cannot be processed via the school. If you have any concerns about this or would like to know more information, please contact Mrs Morey on CMorey@judd.kent.sch.uk.

Yours sincerely

Ms MacAdam
Exams Officer
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