

**AUGUST 2006**

**IMPORTANT NOTICE- RE-SITS AND DECLINING GRADES**

With the exception of Maths, all AS modules have been “cashed in” to give you an AS Grade now.

If you wish to re-sit any of your AS modules you need to consider if you need to decline the AS grade.

**Reasons for declining**

1. You are not continuing the subject to A2 but wish to re-sit modules to achieve a higher grade at AS.
2. You are continuing the subject to A2 but would like to improve the AS Grade (and ultimately the A2) by re-sitting modules
3. If you have decided to continue with 4 subjects to A2 but think you may drop one during your U6th course, i.e. in order to benefit from improved results in your re-sits the AS grade needs to be declined.

**If you are continuing the subject to A2 and you do not decline the AS grade that grade will remain the same, any improvements to module marks attained in your re-sits will improve your overall A2 Grade.**

**When do I need to decline the AS Grade?**

It is essential and entirely your responsibility that if you wish to decline an AS grade and or re-sit modules that you complete the necessary forms and return them to me. There is a tight deadline so make sure you do this in the first week back.

**What you need to do if you want to re-sit modules.**

1. Discuss this with your Subject teacher in the first week of term including those at other schools.
2. Collect a form which must be completed and signed by the subject teacher and Mr Holmes.
3. Return the completed form together with your payment to me no later than Wednesday 13<sup>th</sup> September.

Mrs Murray  
Examinations Officer

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