

Exam Resits

A Level students who have already sat AS Level exams in the following subjects **ONLY**:

- Classical Civilisation
- Design & Technology (Product Design)
- Film
- French
- Further Maths
- Geography
- German
- Government & Politics
- Maths
- Media
- Music
- Music Technology
- Philosophy
- Physical Education
- Spanish
- Theatre Studies

have the opportunity to resit an exam or resubmit a piece of coursework for AS modules taken in 2016. This does not apply to BTEC units. A well-chosen and thoroughly revised resit can have a huge impact on the final A Level grade and I would encourage students to resit an exam where a real difference can be made.

Please talk to your son/daughter about which modules they are resitting. Reigate College Pay System will list all of the modules for which they are eligible for subjects that they are continuing with to A Level. If the subject is not being continued to A Level, but your son/daughter wishes to retake an AS module then they will need to contact the Exams Office directly to arrange this.

It would be preferable to pay via Reigate College Pay. Payment of £30 per module can be made from 22 November. This payment will confirm entry to the selected module. When paying by Reigate College Pay you will be able to view and print the receipt to confirm payment and this will be the only paperwork involved. If you have forgotten your Reigate College Pay password please go to Reigate College Pay and click the link to reset password. If this is not possible, a cheque may be used; cheques should be payable to 'Reigate College'. The deadline for all payments will be **2pm on Thursday 26 January 2017 unless this is a practical or coursework module when an earlier deadline of 2pm on Friday 13 January will apply.**

Students in receipt of a bursary may have a reduced fee of £10, for one module per subject that they are still taking. To arrange this, students should see the Exams Officer in room L19 by Thursday 15 December as this requires a manual adjustment to the entry.

If you have any queries then please ask your son/daughter to go to the Exams Office, L19 as soon as possible. The Exams Office is usually open Monday - Friday 8.30am - 4pm.