

Tuesday 6 July 2023

Dear Year 13 Student and Parent/Carer

As we approach the end of term we are available to support Year 13 students with advice about future pathways for school leavers.

Please return you Door Access Card to school by Results Day, if you have not already done so.

A Level Results Day

Thursday 17th August 2023

Collecting Your Results From School

We hope that you will be pleased with your official grades on Results Day. Your results will be available for collection at School from 9.00am. They will be distributed from the Main Atrium. Sixth Form staff will be available for further advice and guidance about future pathways and university queries.

If you are sending someone to collect your results on your behalf you will need to provide them with a signed letter authorising them to do so on the day. The letter must identify the person collecting the results and contain your full name, date of birth and candidate number.

Away on Results Day?

All students will receive an email communication to their HWB email address with examination results on Results Day - therefore, if you are unable to collect your results in person, you will need to make arrangements to access your HWB email address in order to receive your results. We will email your results to you on your HWB email account from 9.00am. You can log into your email account from the homepage of the HWB website. [Hwb \(gov.wales\)](http://Hwb.gov.wales)

If you are away on Results Day and require advice and guidance about your exam results or next pathway, please complete the request form on the school website for a call from the Sixth Form team. Calls will be returned on the afternoon of the 17th August.

Password re-sets to access HWB email

If you require your HWB password to be re-set, please contact Mrs Mills before Wednesday 16th August on Sam.Mills@monmouth.schoolsedu.org.uk. Clearly state your name, form and your HWB username. Passwords will be re-set on Wednesday and you will be notified, ready for Results Day on Thursday.



Post Results Services

The Post Results Service deadlines for making applications to the WJEC are as follows:

SERVICE	DESCRIPTION	COST/UNIT	APPLICATIONS DEADLINE	OUTCOME ISSUED
Service 1	Clerical re-check	£11	28 th September	Within 10 calendar days of application
Service 2	A clerical re-check, a post-results review of marking and a statement of the marks by unit/component for a candidate: GCSE and other Level 1 / Level 2 qualifications GCE and other Level 3 qualifications	£40 £46	28 th September	Within 20 calendar days of application
Service 2P	Priority Service 2 (GCE and other Level 3 qualifications only)	£55	24 th August	Within 15 calendar days of application

There are fees associated with the services above payment of which must be made before the applications are finalised with the Exam Board. The fees will be set up on ParentPay for ease of payment. A consent form must be signed by you before an enquiry about results can be made on your behalf.

If you wish to make an application for any of the above Post Result Services or if you have any queries regarding your results we would recommend that you speak to your teacher or the Subject Leader as soon as possible. They will be able to discuss your results with you and help you decide if an application is appropriate. If you are unable to speak to a member of teaching staff then please contact the Examinations Officer by email who will be able to offer you further advice. **Mrs S Roach, Examinations Officer** sarah.roach@monmouth.schoolsedu.org.uk

Certificates

Exam certificates will be available for collection from Main Reception from 4th December 2023. If you are unable to return and collect your certificates yourself please contact the school and we will help you to make alternative arrangements. Certificates can only be collected, to avoid damage to or even loss of them in the post.

UCAS and Higher Education Advice

Students can access guidance from the Sixth Form team on Results Day about their future pathway and UCAS applications, based on their Results and university entry requirements. **Please talk to Sixth Form staff on site on Results Day, or book an appointment for a telephone consultation via the online form on the school website, on Results Day in August.**

If you have applied for University your UCAS Track account will be updated from 08.00am on the morning of Results Day. Keep checking your account to find out your status of your 'Firm' and 'Insurance' offers. Further information about what to do after you receive your exam results can be accessed on the UCAS website:

<https://www.ucas.com/ucas/undergraduate/apply-and-track/results>

Hopefully you'll get the exam grades you need, but if you just miss out, the university or college might accept you anyway.

- You might get a place on either your firm or insurance choice, depending on your results
- You might be offered an alternative by the university/college – a 'changed course offer' (which you'll need to accept or decline).
- You might not get a place, but you can search through the UCAS [Clearing](#) service to see what courses still have vacancies.

If no decisions are showing, give your universities or colleges a call to find out more. Some universities are running schemes where students can **pre-register for Clearing places**.

If you do better than expected...

- If you had a conditional firm offer you met and exceeded, you might be curious about courses with higher entry requirements.
- If so, you can see what is available in the UCAS through Clearing.

If things don't go to plan...

- Look for course vacancies in the [Clearing](#) service, or [look into other options](#) – like a gap year, work or an apprenticeship – either instead of higher education, or just while you reapply for next year.

Then if you've got a place...

Congratulations! Your Confirmation letter should appear in Track five to seven days after your place is confirmed. (Your letter is not emailed or posted to you).

Make sure you check your Confirmation letter carefully – it will say if there's anything else you need to do, or if your university or college will be in touch with further instructions; maybe to provide proof of your qualifications or medical requirements for example.

Careers Wales will be available to advise and guide Year 13 students who are looking to secure an Apprenticeships, Employment and Training opportunities for school leavers.

Finally, I would like to wish you an enjoyable summer and best wishes for your next pathway.

Yours sincerely

C. Guest (Mrs)

Director of Sixth Form Studies

Monmouth Comprehensive School

Telephone 01600 775184 (*Sixth Form Office*)