

Lost certificates/confirmation of results – Information for former students

It is the Awarding Bodies that award your qualifications. If you have lost or not collected your exam certificates and need to prove confirmation of results to an employer or higher education eg. college, university etc you will need to contact the awarding bodies themselves.

They can search their records and issue either a Certifying Statement of Results or Confirmation of Results to a third party. Please note they will charge for their services, see the individual websites for further details.

If you sat your qualifications over 6 years ago it is unlikely that the school can advise which board you took your qualification with, the choice of the board lies with the Head of Subject and the exam board used can change over the years and even year to year.

Therefore if you are unsure which boards you took your subjects with it may be helpful to contact one of your former peers who may be able to help you (Facebook etc may be useful for this).

If you are unable to establish which subjects I would suggest you contact AQA first, as this school has a strong history of using AQA.

The links for the four main awarding bodies are shown below:-

AQA:

<http://www.aqa.org.uk/contact-us/past-results-and-lost-certificates>

Pearson/Edexcel:

<https://qualifications.pearson.com/en/support/Services/replacement-certificates.html>

OCR:

<http://www.ocr.org.uk/students/lost-or-incorrect-certificates/>

WJEC:

<http://www.wjec.co.uk/students/certificates/>