

How to receive your Exam Certificates

On receipt of your results you should check your results slip — any changes to personal details can be made free of charge if the exam boards are alerted immediately. Once certificates have been issued exam boards will levy a charge of around £50 per certificate for all amendments.

GCSE Certificates

Your exam certificates will be available for collection from the beginning of December following the August results. If you are staying at Balcarras they will be delivered to your tutor group. If you are leaving the school, please contact the exams office (exams@balcarras.gloucs.sch.uk or 01242 545119) and we will put your certificates on the main school reception for collection by you or your nominee during term-time between 8am and 4pm. Uncollected certificates will be returned to the exams office for safe-keeping after one month.

These are very important documents which are expensive to replace, which is why we do not post them out unless specifically requested to do so.

A-Level Certificates

Your exam certificates will be available for collection from the beginning of December following the August results. Please contact the exams office (exams@balcarras.gloucs.sch.uk or 01242 545119) after this time and we will put your certificates on the main school reception for collection by you or your nominee during term-time between 8am and 4pm. Uncollected certificates will be returned to the exams office for safe-keeping after one month.

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