



## Exam Certificates Collection November 2023

On 20th November 2023, exam certificates will be available for collection from Felpham Community College.

These certificates should be collected and kept safe as employers ask to see your original certificates when you apply for universities & employment. To replace these certificates will cost roughly £40 per exam board.

**Students staying on at Felpham Community College can collect certificates from the Exams Office from 20th November 2023.**

**For students who are not returning to FCC there are 3 options:**

1. Collect certificates from school as of 20th November 2023.
2. Have certificates sent to your home address. The cost of this is £4 to cover Recorded Delivery postage.
3. Complete the slip below if you would like to nominate someone else to pick the certificates up on your behalf.

If you wish for the certificates to be sent home, **please pay via BACS:**

**Sort Code: 30 00 02**

**Account: 00653026**

**Lloyds Bank, WSCC Felpham Community College**

**Please add a payment reference of the student name and 'exam cert 2023' so we can identify who has made the payment.**

If certificates are not collected within 2 years (November 2025) we are required, by law, to destroy them.

**Mrs Whelan  
Data & Exams Manager**

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**Student Name:**

**Tutor Group:**

**I give permission for someone else to collect my certificates:**

**Yes/No**

**Name of person collecting certificate:**

**Student signature:**

**Date:**

Please return this slip to the Exams Office or email [exams@felpham.org.uk](mailto:exams@felpham.org.uk)