



PERMISSION TO COLLECT A CANDIDATE'S EXAMINATION RESULTS

If you are unable to collect your examination results in person, you can use this form to elect another person to collect them on your behalf. He or she will be required to bring proof of identity in order to collect the results.

You should hand this form into the examination office at the Academy, or you may email a copy to exams@southfieldsacademy.com. The email must be sent from an email on record at the academy for you or your parent/carer.

To: Examinations Office

I am unable to collect my examination results in person from the school, and therefore give permission for _____ (full name) to collect them on my behalf.

He/she will bring proof of identity and a copy of this notification in order to release my exam results.

Yours faithfully

_____ Signature

_____ Print name

_____ Tutor group

_____ Candidate number

_____ Date