

Certificate Collection – Candidate Permission Form

If you are unable to collect your certificates in person, please indicate below your preferred method by ticking the relevant box and completing the required information.

Candidate name				
☐ Certificates should be sent to the address shown below. I confirm that I am taking full responsibility in case of loss/damage of my certificates during the postal process and in case any details on my certificates are incorrect. I confirm my understanding that certificates will be sent to the address shown below via <u>standard 1st class post only</u>. <u>The Centre does not take any responsibility for loss or damage of posted certificates.</u> I confirm postal address below: ☐ I give permission for my representative _____ to collect my certificates on my behalf. I confirm that my representative will provide photographic ID on collection and will sign to confirm collection and that my personal details and grades are correct.				
Candidate signature			Date	

Completed forms should be returned to Ms J Daly, Examinations Officer, either via email examsofficer.wp@wellandparkacademy.com or by hand/post in an envelope marked FAO Examinations Officer.