

Advice for External Candidates 2018- 2019

The College's Policy on Public Examinations states that "At the discretion of the College, former students can – in the academic year following the last one in which they were members of the College – be entered for examinations relating to courses which they have taken at WQE."

So, if your grades are lower than you had hoped for, you may be able to resit one or more of your subject examinations at the College as an external candidate. Please note that being accepted as an external candidate does not give you right of admission to the College beyond your timetabled examination sessions, and that we only accommodate external candidates in the May/June sittings.

Please read this leaflet carefully before deciding whether to apply to retake one or more of your subjects as an external candidate. If you decide to proceed, please note that:

- the deadline for applying to be an external candidate at the College is **Friday 14 December 2018**
- we have limited space available for some examination sittings, so are not always able to offer retake places to all those who apply;
- we only offer resit places for the academic year following the one in which you leave the College. Therefore, if you came to the end of your A-level courses in June 2018, you will only be able to resit your subjects at WQE in May/June 2019.

FACTORS TO CONSIDER BEFORE APPLYING TO SIT AS AN EXTERNAL CANDIDATE

There is no guarantee that you will secure a better grade simply by resitting an examination: it is not uncommon for students to do less well in retake examinations than they did in their original papers.

You may think that you will be able to devote lots of time to revision. In fact, most external students find it very difficult to motivate themselves to revise for examinations once they leave the College. If you have not been able to achieve the grades you wanted by attending lessons every day and receiving regular feedback on homework assignments, it is very unlikely that you will do significantly better by working on your own.

Remember by the time you sit the examinations in May/June a whole year will have passed without a lesson. Only very dedicated and determined people can work alone for such a long period of time. Are you really one of them?

For many students it is a more sensible approach to enrol for a different course at university – remember that there are foundation years available in many subjects – or even for a different university.

DID YOU GO TO UNIVERSITY IN SEPTEMBER/OCTOBER?

If you did, then there is little point in your resitting A-level examinations. You are almost certain to have university examinations in January and May/June, and these should be the focus of your attention. You may not even be allowed time off to return to college to resit your exams.

RESIT FEES

The normal charge for linear subjects is £150 **per subject**, (although there are certain subjects where the charge is higher due to Awarding Body costs). The charge for modular exams is £50 **per unit**. Payment must be made via WisePay. No application will be processed until we have received confirmation of your payment in full, which must reach us by **Friday 14 December 2018**. **There will be no exceptions.**

Notwithstanding the advice given in this leaflet, and that available from your subject teachers and tutor, many students who pay for retake examinations forfeit their monies by failing to turn up for their resits. Of the units paid for by external candidates that enrolled last year there was a 12% absence rate – in monetary terms this amounts to over £2000.

This is a waste of our time and your money, so make sure that you only apply to resit if you are determined to do the work necessary and sit all the papers for which you have entered.

EXAMINATION DATES

If we accept your application to resit examinations as an external candidate, you will receive a statement of entry which will list the exact dates and timings of all the units for which you have been entered. 'Statements of Entry' will be posted to external candidates by the end of January. Your exam timetable will be posted to you shortly after that.

AFTER WEDNESDAY 7 FEBRUARY 2019 NO CHANGES CAN BE MADE TO YOUR ENTRIES.

THERE WILL BE NO EXCEPTIONS.

EXAMINATION RESULTS

Examination results will be released on Thursday 15 August 2019. We shall post your results to you if you do not come to the College in person to collect them.