

To: All External Examination Candidates

This year the external exam results will be available from:

A and AS level - Thursday 19 August
GCSE level - Tuesday 24 August

The method by which you receive your results has changed radically this year. The main way you can receive your results on the day will be through the pupil portal. This can be done by going to the school website www.monktoncombeschool and clicking on the left hand bar called Monkton Portal. Then click on the link pupil portal and enter your user name and password. Your parents can access your results through the parent portal. **PLEASE ENSURE THAT YOUR USER NAME AND PASSWORD IS WORKING BEFORE THE END OF TERM.** Any problems please see your tutor or Mrs Newnham. In the unlikely event of a problem with the technology, alternative instructions will be posted on the School website.

Alternatively you can come to the School in person after 9:30am and pick up your results envelope. If you do not wish to collect the envelope in person, they will be posted to Year 13 and other leavers in the week following the publication of results. Please note that no results will be posted on the school notice board.

For those in Year 12 you need to get at least a D grade in AS to proceed to A2. If, once you have received your results, you now wish to change your A2 options please email your selection to me on morleyjb@monkton.org.uk by **Friday 27 August** at the very latest, so your personal timetable can be arranged. The same applies to those in Year 11 who now want to change their AS choices. **Failure to do this leads to wrong set lists and timetables being published and causes considerable administrative inconvenience. The School reserves the right to levy a £10 administrative fee, placed on the end of term bill, to help defray the costs involved.**

YOUR CURRENT CHOICES ARE LISTED OVERLEAF.

Please note: some AS sets are now full, so no guarantee can be made that changes will be possible.

**JBM
May 2010**