

Eternal Light Exams

Information for Private Candidates

Section 1 – Key Information

This document outlines the main points for private candidates applying for GCSE, iGCSE, AS-Level, and A-Level exams at Eternal Light Secondary School.

Exams Available

- **Eligible:** Written exams only (GCSE, iGCSE, AS-Level, A-Level).
- **Exam Boards:** AQA, Pearson (Edexcel), OCR, Cambridge (CIE)
- **Not Available:** Subjects with Non-Examination Assessments (NEAs) or practical components (e.g. science practicals, art coursework, most MFL spoken endorsements).
- **Exceptions:** Candidates re-sitting who wish to carry forward a previously submitted NEA or practical grade may be considered. You must provide your exam board details so the grade can be carried forward.

Application Process

- **Form:** Complete all sections accurately, including the correct tier (Foundation/Higher) if applicable.
- **UCI Number:** If you have sat UK exams before, provide your UCI. If not, state this on your form.
- **ID Check:** Submit a valid photo ID (passport or driving licence) and a recent photo. If your appearance has changed significantly, please notify the exams officer.
- Completion of an online form does not mean your exam has been confirmed, please wait for a response from the exams office.
- We cannot provide predicted grades or references to private candidates.

Exam Fees

- Fees are charged **per subject** and cover all papers within that subject (e.g. all three papers for GCSE Maths).
- Additional admin fees may apply if your application requires extra processing.

Access Arrangements

If you require access arrangements (AA), please include full details with your application and provide supporting evidence (see examples below).

Accepted evidence includes:

- EHCP (Education, Health and Care Plan)

- Normal way of working form (from teacher/tutor)
- JCQ Form 8 (from school/college)
- Access Arrangement Online approval
- Reports from an educational psychologist, specialist assessor, or learning support service
- Medical letters (consultant, GP, CAMHS, psychiatrist)
- Reports from local authority sensory impairment services, speech and language therapists, occupational health, etc.

Early submission recommended: Please apply at least **three weeks before the entry deadline** if you require access arrangements.

Exam Day Information

- **Times:** Morning exams start at 9:00 AM, afternoon exams at 1:30 PM. Arrive at least 15 minutes early.
- **Dress Code:** Eternal Light is a faith school. All candidates are expected to follow a modest dress code.

Results

- Results will be emailed by 8:00 AM on results day.

Personal Information

- Ensure your name matches exactly with your ID (including middle names). Missing names may delay exam entries.
- Provide an emergency contact once your entry is confirmed.

Late Entries & Amendments

- **Deadlines:** Submit entries before the published deadline to avoid late fees.
- **Late Fees:** Exam boards charge extra for late or amended entries. These charges are outside the school's control.
- **Responsibility:** Candidates are responsible for ensuring all details are correct before deadlines.

Entry Deadlines

Series	Exam	Entry Deadline:	Late Fees Start:	Amendment & High Late Fees:
Autumn Series	GCSE (Eng & Maths only)	27 Sep 2025	28 Sep 2025	10 Oct 2025 (Entries closed from 17 Oct)
	iGCSE	05 Sep 2025	06 Sep 2025	01 Oct 2025 (Entries closed from 07 Oct)
Summer Series	GCSE & A-Level	31 Jan 2026	01 Feb 2026	01 April 2026 (Entries closed from 17 Apr)

Section 2 – Booking Procedure

1. Submit your application form.
2. If space is available, you will receive an email with payment instructions.
3. Once you receive this email, your place will be held for **7 days**. To secure your booking, a **non-refundable £100 deposit** must be paid within this period.
4. Places will be allocated on a **first-come, first-served basis** upon receipt of the deposit. Please note that spaces are limited, and once the exam hall is full, we will be unable to accept further applications.

Payment Terms

- **Before Entry Deadline:** Pay balance by the stated date to secure the standard fee.
- **Between Entry & Late Fee Dates:** Full balance due within 7 days.
- **After High Late Fee Date:** Full balance due immediately on confirmation of space.

DEADLINES FOR REFUNDS

Autumn 2025 (Nov)	GCSE (All boards):	9 th October 2025
	Pearson iGCSE:	30 th September 2025
Summer 2026 (May/June)	Cambridge (CIE) IGCSE:	11 th February 2026
	OCR GCSE:	31 st March 2026
	OCR A-level:	31 st March 2026
	AQA GCSE/A-level:	31 st March 2026
	Pearson GCSE/iGCSE/A-level:	31 st March 2026

Once entries have been made, if you decide to withdraw from an exam before the exam board refund deadline (above), you will be refunded the exam fee for each subject, minus a £70.00 administration charge per subject. No refunds are available for withdrawals after these dates (all exam boards).

Section 3 – Subjects Available

Autumn 2025 (Nov)

GCSE (AQA/Pearson):	English Language Mathematics	Mathematics	
iGCSE (Pearson only):	Accounting Chemistry English Literature History Mathematics (Spec A & B)	Arabic English Language (Spec A & B) Further Pure Maths Human Biology Science Double Award	Biology Economics Geography Physics

Summer 2026 (May/June)

iGCSE: (Pearson & CIE)	Accounting Business English Language (Spec A & B) Further Pure Mathematics Science (Single/Double Award) Mathematics (Spec A & B)	Arabic Chemistry English Literature Global Citizenship Islamic Studies Religious Studies	Biology Economics Geography History Physics Human Biology
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GCSE: (All exam boards†)	Biology* Citizenship Studies* English Language History* Psychology Sociology Triple Science (Physics, Biology, Chemistry)	Business Classical Civilisation English Literature Mathematics Religious Studies Science Combined (Synergy & Trilogy)	Chemistry* Economics Geography* Physics* Statistics
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A-Level: (All exam boards†)	Accounting Biology A (Salters-Nuffield) Chemistry English Language* Geography* Law Physics* Psychology†† Statistics	Ancient History Biology* Classical Civilisation English Literature* History* Mathematics Polish Religious Studies	Arabic Business Economics Further Mathematics History of Art Philosophy Politics Sociology
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If your subject is not listed, please email exams@eternallightschool.co.uk.

†AQA, Pearson (Edexcel), OCR, Cambridge (CIE)

††Psychology Paper 3 clashes with a date where spaces have been booked. Please ring the exams office to discuss options.

* This subject is only available to private candidates if it is a retake, the NEA (practical unit) has already been completed, and the mark is to be carried forward. Candidates must ensure their UCI matches their previous entry.

Section 4 – Exam Fees

EXAM TYPE	ENTRY FEES	LATE FEES	HIGH LATE FEES
GCSE EXAM	£220.00	£305.00	£405.00
GCSE DOUBLE AWARD SCIENCE	£315.00	£465.00	£615.00
GCSE MFL (Modern Foreign Language)	£245.00	£335.00	£630.00
EDEXCEL IGCSE (Not including MFL)	£225.00	£320.00	£445.00
EDEXCEL IGCSE MFL	£265.00	£395.00	£430.00
EDEXCEL IGCSE DOUBLE AWARD SCIENCE	£300.00	£460.00	£540.00
CAMBRIDGE iGCSE Not including MFL (Summer only)	£240.00	£343.00	£635.00
CAMBRIDGE iGCSE DOUBLE SCIENCE (Summer only)	£330.00	£518.00	£455.00
GCE AS LEVEL	£220.00	£330.00	£695.00
GCE A LEVEL	£385.00	£560.00	£460.00
LANGUAGE SPEAKING TESTS			
ENGLISH LANGUAGE ENDORSEMENT (Subject to availability)		£95.00	
OTHER CHARGES			
ENTRY AMENDMENT FEE		PRICE ON APPLICATION	
EXAM CLASH SUPERVISION		£20 PER HOUR	
TRANSFERRED CANDIDATE & OTHER ADMIN FEE (where applicable)		£90 (covers up to two subjects)	
ACCESS ARRANGEMENTS (AA)			
Separate room	Subject to availability		
Rest breaks	Subject to availability		
Computer reader/reader	Subject to availability		
Remote supervision /off-site invigilation	Service unavailable		
Scribe/ speech recognition technology	Service unavailable		
Modified Papers	Subject to availability (if requested in advance of modified paper submission deadline)		
Extra time	Available pending submission of required evidence		
Examples of evidence required for AA	See list in Section 1		

Contact Information

Venue: EL Exams, Eternal Light, Christopher Street, Bradford, BD5 9DH
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Email: exams@eternallightschool.co.uk