

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 or misspelt 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: |
|---------------|----------------|------------------------|-------------------------|---|
| 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

- **Applications received before Entry Deadline:** Pay balance by 31st January 2026 to secure the standard fee.
- **Applications received after late fee date (1st Feb 2026):** Full balance due within 7 days.
- **After High Late Fee Date (1st April 2026):** Full balance due immediately on confirmation of space.

Section 3 – Refund Policy

Once entries have been made, if you decide to withdraw from an exam before the exam board refund deadline (below), 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).

DEADLINES FOR REFUNDS

Summer 2026 (May/June)

Cambridge (CIE) IGCSE: 11th February 2026

AQA, Pearson Edexcel, OCR (A-Level/GCSE/IGCSE) 31st March 2026

Section 4 – Subjects Available

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 |
| 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 |
| 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 |

If your subject is not listed, please email exams@eternallightschool.co.uk.

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

** 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 5 – Exam Fees

| EXAM TYPE | ENTRY FEES | LATE FEES | HIGH LATE FEES |
|--|------------|-----------|----------------|
| 1. GCSE EXAM | £220.00 | £305.00 | £405.00 |
| 2. GCSE DOUBLE AWARD SCIENCE | £315.00 | £465.00 | £615.00 |
| 3. GCSE MFL (Modern Foreign Language) | £245.00 | £335.00 | £465.00 |
| 4. EDEXCEL IGCSE (Not including MFL) | £225.00 | £320.00 | £445.00 |
| 5. EDEXCEL IGCSE MFL | £265.00 | £395.00 | £535.00 |
| 6. EDEXCEL IGCSE DOUBLE AWARD SCIENCE | £300.00 | £460.00 | £630.00 |
| 7. CAMBRIDGE iGCSE Not including MFL (Summer only) | £240.00 | £343.00 | £476.00 |
| 8. CAMBRIDGE iGCSE DOUBLE SCIENCE (Summer only) | £330.00 | £518.00 | £712.00 |
| 9. CAMBRIDGE iGCE A-Level | £400.00 | £565.00 | £733.00 |
| 10. GCE AS LEVEL | £220.00 | £330.00 | £485.00 |
| 11. GCE A LEVEL | £385.00 | £560.00 | £700.00 |

ENTRY DEADLINES

(please note spaces are limited and entries for some subjects may close earlier than shown below)

| Series | Exam | Entry Deadline: | Late Fees Start: | Amendment & High Late Fees: |
|---------------|----------------|-----------------|------------------|---|
| Summer Series | GCSE & A-Level | 31 Jan 2026 | 01 Feb 2026 | 01 April 2026 (Entries closed from 17 Apr) |

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 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: Eternal Light, Christopher Street, Bradford, BD5 9DH
Tel: 01274 501597 (Option 4)
Email: exams@eternallightschool.co.uk