

Dear Students

Your progression exam timetable has now been released to your portal account. The progression exams are formal exams run in the same way as external exams, in main exam venues and with invigilators.

- An **overall exam timetable** can be found on the portal via Study Support and Careers/Examinations Useful Information/Progression Exams (first year)
- Your timetable is based on the A Level/GCSE subjects you do so it is **very important you check it thoroughly**. There are no progression exams for BTEC qualifications.
- If you think **a subject is missing please contact me urgently**
- You may have **exam clashes** where 2 or more exams are due to be taken at the same time – **the solution to that clash is shown** to the right of the exam and there is clash information at the top of your timetable
- Make sure you **check your timetable regularly** in case alterations have been made, especially to clash arrangements
- It is advisable to **print a copy of your timetable to keep in a prominent place at home** so the whole household can support you knowing when your exams are taking place
- Further information about exams can be found in the **Examination & Assessment Guide** here <https://www.esher.ac.uk/the-college/examinations/Documents/Examination%20and%20Assessment%20Guide%202017-18.pdf> and on the portal/website
- Please look out for important **email updates** and reminders in the weeks leading up to the exams. Any queries about your exam timetable or exam arrangements in general, please either email me or come and see me in the main Admin office. For Access Arrangement information please see Tom Webb, Learning Support Manager, and for subject specific information regarding individual exam papers please see your subject teacher.

Sarah Cassel-Gerard - Examinations Officer