

Notes

1. Entries are accepted by us on the understanding that centres will comply with the examination arrangements as set out in the specifications. Entries of internal and external candidates must be made in the appropriate manner by the Head of the Centre or other competent authority of the centre. Entries must reach us on specific date as notified.
2. For entries received after the closing dates additional charges will be made (please refer to table on page 7).
3. Only in **exceptional circumstances** will a candidate for whom no entry has been received before the date of an examination as scheduled in the published timetables be permitted to take the examination.
4. Withdrawals made after the published dates (please refer to table below) will incur a penalty charge.
5. Applications for refunds in respect of candidates must be made by the Head of Centre or other competent authority of the centre.
Applications for a refund of charges must reach us before the end of each examination series
6. CCEA no longer issue hard copy of statement of entry. Centre may view their submitted entries and print all candidates' statements of entry through our secure site for online applications.
7. Access to our online services is available to all centres with a secure login.
To obtain a secure login please contact: Centre Support, centresupport@ccea.org.uk
8. For queries, regarding entries or online confirmation of entries, please contact the following staff in our Entries, Results & Certification team:
 - Bronagh Campbell (Tel: (028) 90261232)
 - Jennifer Bradley (Tel: (028) 90261295)
 - Lauren Graham (Tel: (028) 90261461)
 - Donald Whitley (Tel: (028) 90261200 ext 2990)
9. The Charges set out in this document have been fixed for the academic year 2021/2022 and CCEA guarantees that they will not increase during this period. Any changes to fees which are "under review" will apply in the next academic year.
10. All entries and amendments received by CCEA after the published closing date for entries will attract an additional penalty charge.

11. Entry Charge

This charge will be applied in full for each entry received up to and including the published CCEA closing date for entries. It applies to each examination series.

12. Late Entry Penalty Charge

A Late entry penalty charge will be applied for each entry of a new or existing candidate received from the published closing date. Please refer to the table below. It **applies** to each examination series. The late entry penalty charge is in addition to the published entry charge.

13. Very Late Penalty Charge

A very late entry penalty charge will be applied for each entry of a new or existing candidate received from the published closing date. Please refer to table below. It applies to each examination series. The very late entry penalty charge is in addition to the published entry charge.

14. Amendment Penalty Charge

This is charged for each amendment to an **existing** entry made after the published entry closing date. The amendment penalty charge is in addition the published entry charge. This will be charged at the same amount as a late or very late penalty depending on the date that the request is made.

15. Change of Candidate Tier

A penalty charge of 75% of the entry charge will be applied to all change of candidate tier requests received 21 days or more after the published entry date .

GCSE Mathematics (New Specification) Permutations for Late Entries

| Amendment | | PENALTY less than 21 days after entry date | LATE CHARGE | PENALTY more than 21 days after entry date | Entry Fee | V LATE Charge | No refund for Original Entry |
|-----------|------|---|-------------|--|-----------|---------------|------------------------------|
| GMC1 | GMC2 | Late Entry | £6.00 | No refund of original entry fee, plus new entry fees | £12.00 | £9.00 | £12.00 |
| GMC1 | GMC3 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC1 | GMC4 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC2 | GMC1 | Late Entry | £6.00 | No refund of original entry fee, plus new entry fees | £12.00 | £9.00 | £12.00 |
| GMC2 | GMC3 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC2 | GMC4 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC3 | GMC1 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC3 | GMC2 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC3 | GMC4 | Late Entry | £6.00 | No refund of original entry fee, plus new entry fees | £12.00 | £9.00 | £12.00 |
| GMC4 | GMC1 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC4 | GMC2 | Change of Tier | No Charge | 75% of the entry fee | | £9.00 | |
| GMC4 | GMC3 | Late Entry | £6.00 | No refund of original entry fee, plus new entry fees | £12.00 | £9.00 | £12.00 |

| Amendment | | PENALTY less than 21 days after entry date | LATE CHARGE | PENALTY more than 21 days after entry date | Entry Fee | V LATE Charge | No refund for Original Entry |
|-----------|------|---|-------------|--|-----------|---------------|------------------------------|
| GMC5 | GMC6 | Late Entry | £8.40 | No refund of original entry fee, plus new entry fees | £16.80 | £12.60 | £16.80 |
| GMC5 | GMC7 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC5 | GMC8 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC6 | GMC5 | Late Entry | £8.40 | No refund of original entry fee, plus new entry fees | £16.80 | £12.60 | £16.80 |
| GMC6 | GMC7 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC6 | GMC8 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC7 | GMC5 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC7 | GMC6 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC7 | GMC8 | Late Entry | £8.40 | No refund of original entry fee, plus new entry fees | £16.80 | £12.60 | £16.80 |
| GMC8 | GMC5 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC8 | GMC6 | Change of Tier | No Charge | 75% of the entry fee | | £12.60 | |
| GMC8 | GMC7 | Late Entry | £8.40 | No refund of original entry fee, plus new entry fees | £16.80 | £12.60 | £16.80 |

16 Withdrawn Candidates

If the entry for a candidate is withdrawn before the specified dates for each examination series (please refer to table below) there will be no charge for the entry. Late and Very Late entry penalty charges are not refunded for withdrawals.

An entry charge will be incurred for candidates who are withdrawn after these dates (except on medical grounds). Any requests concerning medical grounds must be accompanied by satisfactory supporting medical evidence. Fees paid cannot be carried forward from one exam or series to another.

Specifications requiring visiting Moderators or Examiners (in addition to entry/penalty charge)

£5.85 per candidate and capped at £118.00 per entry per subject.

GCSE

| Subject Code | Syllabus/Comp Code | Subject | NEW CODES |
|---------------------|---------------------------|--------------------------|--------------------------------|
| G9290 | GEG31 | English Unit 3 | GEN21 - Unit 2 |
| G9680 | GMV31 | MV&RUS Unit 2 | GMR31 - unit 3 |
| G9070 | G9071/72 | Art & Design | G9081 & 9082 |
| G9250 | G9252 | Drama | G9262 |
| G9560 | G9563 | Gaeilge | G9572 - Listening & Speaking 2 |
| G9740 | G9742/3 | Physical Education | G9773 |
| G0920 | G0921/2 | Contemporary Crafts | G0941 & 0942 |
| G9710 | G9711 | Music Comp 1 Performance | G9711 |

A Level

| Subject Code | Syllabus/Comp Code | Subject | NEW CODES |
|---------------------|---------------------------|-------------------------------|------------------|
| A3512 | AA211/221 | A2 Art & Design | AAR11 & 21 |
| S3514 | A3514 | AS Art & Design (New Spec) | SAR11 & 21 |
| 5654 | AFR11 | A2 French Unit 1 (Speaking) | AFR11 |
| 5674 | AGM11 | A2 German Unit 1 (Speaking) | AGM11 |
| 5554 | AIR11 | A2 Irish Unit 1 (Speaking) | AIR11 |
| 5754 | AEP11 | A2 Spanish Unit 1 (Speaking) | AEP11 |
| 5654 | SFR11 | AS French Unit 1 (Speaking) | SFR11 |
| 5674 | SGM11 | AS German Unit 1 (Speaking) | SGM11 |
| 5554 | SIR11 | AS Irish Unit 1 (Speaking) | SIR11 |
| 5754 | SEP11 | AS Spanish Unit 1 (Speaking) | SEP11 |
| 7014 | AMU11 | A2 Music Unit 1 (Perform) | AMU11 |
| 7014 | SMU11 | AS Music Unit 1 (Perform) | SMU11 |
| 0912 | APA22 | A2 Performing Arts 2(Perform) | APA22 |
| 0912 | SPA22 | AS Performing Arts 2(Perform) | SPA22 |

| 17. Important Dates | | | | | |
|----------------------------|---------------------------|---------------------------|------------------------------------|---|---|
| Series | Basedata available | Entry Closing date | Late entry fee applies from | Very late entry fee applies from | Withdrawn entries will not be refunded after |
| November | 1 September 2021 | 4 October 2021 | 5 October 2021 | 26 October 2021 | 25 October 2021 |

18 Reviews of Results (RoR)

The Reviews of Results (RoR) fee will not be charged in the following circumstances:

- fees will not be incurred where the Reviews results in a change to the overall subject grade for that candidate;
- fees will not be incurred where the Review results in a change to the notional unit grade for that candidate.
- The Reviews of Results (RoR) fee will still be applicable if it does not fall under either of the two circumstances listed above.