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**RE: Applied GCE Performing Arts:
Unit 3 - Performing to a Commission
Unit 7 – Production Delivery
Units 5 & 6 – Advanced Performance Practice & Advanced Production Practice**

March 2012

Dear Performing Arts Head of Department/Centre Assessor,

I am writing to inform you of important changes that will take effect from the start of the 2012 exam series regarding the above GCE Applied Performing Arts units.

As in previous series, all performances or candidate presentations for **units 3 & 7 and units 5 or 6** must continue to be recorded in a standard format [preferably DVD for Windows Media Player or PC memory stick]. However, **it is no longer compulsory to send copies of recordings to the Chief examiners of these units.**

Copies of **ALL** recordings must be retained by the centre, and may be requested by Edexcel or a Senior Performing Arts Examiner at any time up until the end of the series (approx. 20th September of each examination year). **If these are requested** details of where to post recordings will be provided at that time. Requested candidates' work will be used for awarding and/or training purposes. This will not affect your moderation or marks, and the work will be sent back to you at the end of September. We hope that this will reduce the administration requirements for you and your centre, and simplify the process for both centres and examiners.

Centres must continue to ensure that all recordings are labelled correctly with the **SUBJECT, UNIT NUMBER and CENTRE NUMBER. Candidates must be clearly identified at the beginning of all recordings.** Failure to identify all candidates in this way may result in the inability to carry out re-moderation for the purposes of EAR or Appeals requests, as recordings of the originally moderated performances are the primary evidence for these requests. Recordings must not be edited in any way.

Please be reminded that pre-recorded performances used as part of the submission for **Units 5 or 6** must be available to the moderator **on the day of the moderation visit.**

Further guidance regarding this and other important centre procedures for the administration of GCE Applied Performing Arts can be found in the **2012 Centre Guidance** document, which can be downloaded from the Applied Performing Arts section of the Edexcel Website. Please ensure that any teachers/assessors and exams officers associated with the subject have read this guidance and are aware of the changes detailed in this letter.

Please contact me should you have any further questions regarding this communication.

Yours Sincerely

Joel Cable
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