

Exams Update - Wednesday 02 July

Welcome to your regular roundup of all the important updates at Edexcel. [You can find all of our notices online](#)

Reminder: Summer 2014 BTEC Claims

Please note the deadlines to claim certification for BTEC Learners are:

- 5 July via **Student Report Forms** (SRFs)
- 25 July via **Edexcel Online**
- You are also able to submit BTEC claims by **EDI EDIFACT**. To ensure they are processed in time for results please submit these as soon as possible.



You can make amendments to the grades you have submitted for BTEC learners on Edexcel Online whilst the eligibility status is pending or ineligible.

To do this, log onto Edexcel Online, and:

- *go to the student details*
- *click 'Edit' and choose the type of claim to make*
- *add units or amend grades previously entered*

NB: You will not be able to delete grades yourselves. If you wish to do so you should email the details to your Account Specialist at examsofficers@pearson.com.

If a learner has not completed the required units for a qualification and does not intend to complete the course you can claim for a fallback certificate. We will then issue a certificate listing the units achieved and will close the registration. Please note that claiming for a fallback will not transfer the registration to the lower level qualification.

Please pass this information on to Teachers at your centre if they have the responsibility to submit BTEC certification claims.

You can also check your BTEC learners' eligibility status on Edexcel Online. For guidance on how to do this, please see our **video**

Receive paper results for the June 2014 exams series

To receive paper results for the June 2014 exams series you will need to opt-in before the 23 July 2014.

To opt-in:

- *Log into **Edexcel Online***
- *Select a qualification*



- *Hover over Results and select Report Delivery Options.*
- *Select the documents you would like to receive in paper format and press 'Submit'.*

Please note you will need to do this for each qualification that you deliver.

Pearson Onscreen Platform Upgrade



As mentioned last week, we will release an upgrade for our Pearson Onscreen Platform (POP) in the week beginning 21 July 2014.

We would advise you to upgrade POP during one of your quieter testing periods to give yourself enough time to upgrade all components and run a demo test.

We will continue to update you on how we will support you leading up to and during the upgrade.

Pearson Onscreen Platform users can now benefit from additional support such as Live Chat, Podcasts and a video tutorial library.

All these resources can be found **here**.

Requesting extra time for BTEC Onscreen Tests



To apply for 25% extra time for NQF BTEC onscreen tests on Edexcel Online, first make the test booking as normal. Once this had been done, please go to the Access Arrangements tab to request extra time for your learner(s).

For guidance on how to apply see our **NQF BTEC Access Arrangements User Guide**

For general information on Access Arrangements for NQF BTECs click **here**



The Exams Office

There is a new, free, online support service for exams officers which has been developed by former Department for Education (DFE) staff.

For more information please visit their **website**.



Exams Update sign up form

If you have colleagues in your exams team that do not currently receive this update, but would find this information useful, they can now sign up to the mailing list **here**.

If you'd like to contact us please visit www.edexcel.com/contactus

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