

Functional Skills exams Terms and Conditions

Important Conditions:

1. Candidates can sit functional skills exams after 14 days after register exams entry. E.g., if students want sit exams tomorrow, they need to exams register a minimum of 14 days earlier.
2. F. Skill result published after 30 days from completed exams days and certificate will receive after 15-20 days from result publishing days.
3. If the student does not turn up on the day of the exam, the student will be marked absent, and no refund will be given.
4. Candidates are required to provide the correct 'Reg. No, for entering each examination. Failure to do so may result in your final subject grade(s) being nullified and not qualifying for certification.
5. If the Candidate does not turn up on the day of the exam, the student will be marked absent, and no refund will be offered.
6. It is the responsibility of the candidate to collect their 'Statement of Entry'(Timetable) /Results/Certificate along with the JCQ 'Notice to Candidate' from the examination department beforehand.
7. The Candidate must claim to get the certificate to the centre after publishing results. Results and certificates are to be collected in person by the candidate. The Centre will keep the certificate for up to 12 months from the date of issue. Unique Sixth Form has the legal duty to keep uncollected certificates for only one year.
8. Exams Officers reserve the right to cancel the exam entry form or the refund payment under certain circumstances.
9. Data, Refunds, Cancellation, and disability Policy:
 - a. After submitting the exam entry form if the candidate wants to cancel F. Skill exams, they need to inform the centre within 24 hours by email: exams@uniquesixthform.co.uk, after that, there is no refund, Candidate need pay further for new date.
 - b. Candidate documents: Candidate's documents, such as ID images, passport copies, and data are gathered for the exam sitting, conducting, and monitoring purposes only.
 - c. Candidates with a diagnosed medical condition (including mental health) dyslexia, learning, or physical disability must inform the exam officer before registration.

"I hereby confirm that I have read and understood the conditions stated above. I also confirm that the details provided are to my knowledge accurate. I agree to pay amendment charges, should I feel inclined to alter any of the details provided earlier with regards to me/my child."