

Terms and Conditions

- Candidates are required to provide the correct 'UCI Number', and 'Entry Codes' required for entering each examination. Failure to do so may result in your final subject grade(s) being nullified and not qualifying for certification.
- 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.
- 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.
- 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.
- Exams Officers reserve the right to cancel the exam entry form under certain circumstances.
- Refunds Policy:
 - After submitting the exam entry form if the candidate wants to cancel entry before the entry deadline, a 10% admin fee will be levied from the refund.
 - If the entry has been registered with the exam board and the candidate then wishes to withdraw the exam entry before their amendment period has passed, a 75% refund is payable. 25% deduction applies as an admin fee. There is no refund after the amendment period. After the amendment deadline, the candidate will not get any refund fees. For CIE (Cambridge) exam board there will be no refund after the 1st entry deadline.
- Candidate documents: Candidate's documents, such as ID images, passport copies, and video data are gathered for the submitting exam entry to the education board portal, exams sitting, conducting, and monitoring purposes only.
- Candidate images are being monitored and recorded for the purpose of preventing exams malpractice and candidate safety. Images may also be used a part of investigations into potential breaches of JCQ and CIE policies and practices, as well as grievance or misconduct any claims.
- Candidates with a diagnosed medical condition (including mental health) dyslexia, learning, or physical disability must inform the exam officer upon negotiation.
- I consent to having this website store my submitted information so they can respond to my inquiry.
- "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 my child/myself."