

Fulston Manor School

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Academy Trust Registered in England: Company No. 7343725

To: Mr D Springett (Examinations Secretary)

Re: CERTIFICATES POSTING OR THIRD PARTY COLLECTION AUTHORITY

Complete this section under all circumstances

Full Legal Name at time of examinations: -

Date of Birth:-

Year of leaving:-

(Return to Mr D Springett, Fulston Manor School, Brenchley Rd, Sittingbourne, Kent, ME10 4EG)

Do NOT remove lower portion

If you are unable to collect from the school, to make alternative arrangements to receive your certificates please complete below:-

Complete EITHER this section

I authorise _____ (insert full name of person who will collect the certificates) to collect my GCE/GSCE certificates as I cannot collect them. This person understands that they will need to bring along their own photographic identification (such as a passport or photo driving licence) in order to receive my certificates. Please phone Mr Springett to agree a collection date and time.

Signed: _____

(Student's) Name: _____

OR this section

Please send my GCE/GCSE certificates to me at home as I cannot collect them.

My address is (Print Clearly) :-

I enclose a cheque for £7.25 to cover the cost of special delivery and Admin charges.

Signed: _____

(Student's) Name: _____

FOR OFFICE USE ONLY

Date received:-

Amount Received:-

Date Certificates Posted:-

Date Certificates Collected:-

A High Performing Academy Trust

Headteacher A G Brookes MA (Cantab)

