



2020 CAMBRIDGE INTERNATIONAL EXAMINATION ENTRIES for PRIVATE CANDIDATES

Private candidates who intend entering for the May/June 2020 Cambridge International Examinations through ISCT should please complete the 2020 electronic entry Google form (link on Due Dates info sheet) **by Monday 20 January 2020.**

We will only upload a candidate's exam entry once the fee has been paid.

We reserve the right to close entries early if the centre reaches capacity.

ENTRY FEES

| Costs | Full A level | AS /A level (staged) | IGCSE |
|---|--------------|----------------------|-------|
| Administration fee (single fee) | 400 | 400 | 400 |
| Courier fee per subject | 250 | 250 | 250 |
| Cambridge Exam fee per subject | 1700 | 1300 | 1100 |
| Practical Exam fee (Sciences) *by prior arrangement only | 650 | 650 | --- |
| Oral Exam fee (Spanish/French/Other) Includes a trial exam. *by prior arrangement only. | 650 | 650 | 650 |
| Late entry penalties per subject /or per change required Stage 1 (entry submitted to ISCT after 2 February or amendments made after 15 February). Late entries are accepted at our discretion, based on capacity. | 750 | 750 | 750 |
| Very Late penalties * Cambridge may be unable to accept entry changes after 17/04/18 as these are received so close to the exam. Amendments requested in this period are charged the Very Late penalty. Proof of payment is required before late amendments will be made. | 1800 | 1800 | 1800 |

These fees cover standard exam costs, including invigilation fees for each paper written, venues, exam materials, couriers, all meeting Cambridge Assessment requirements, as provided by ISCT.

NOTE: *Please contact us directly when wishing to enter for subjects with a practical component as our numbers are limited by space. The additional fee covers materials, setup, damages, additional expert supervisor/examiner, as required by Cambridge.

If additional assistance (such as Practical Examination preparation for a Science subject is required), group tutor sessions may be possible to arrange. Any such services we are able to offer will be charged separately. Please contact us directly regarding any such needs.

Due date for full payment of the examination fees into the ISCT bank account: **Monday 3 February**

Date on which ISCT will upload the entries to Cambridge: **Monday 3 February.**



INFORMING US OF STUDENTS WITH ASSESSED NEEDS

Parents or tutor schools with students who have particular professionally assessed needs must inform us directly via email (cambridgeexams@isct.co.za) **on application** and lodge supporting documents with us when submitting the exam entry form, in order for us to make the application to Cambridge. Assessments need to have been completed within the last 3 years. If medically or psychologically recommended accommodations (such as a separate exam venue) require additional personnel, an additional cost will be charged. This fee will be determined by the number of papers to be written. Please note: as our exam facilities are limited, we may not be able to support all access arrangements.

PAYMENT OF FEES

Failure to pay the entry fees timeously will prevent your entry from being submitted. If withdrawals and corrections are not communicated timeously, or entries are made after the above dates, each change will incur the late penalty fee which is charged by Cambridge (see table overleaf). If you have any queries regarding the above or regarding codes and subject details when filling in the entry (Google) form, or total costs, please feel contact us via email.

Fees are payable on registration.

PROOF OF PAYMENT must be sent to cambridgeexams@isct.co.za using 'CIE exams + surname' as reference. Please note that we do not have card payment facilities at ISCT.

Fees may be paid by EFT, payable to the "International School of Cape Town into the School's bank account at:

| | |
|---------------------|--|
| Bank | FNB |
| Acc no | 62358057183 |
| Account name | International School of Cape Town |
| Branch | Claremont |
| Branch Code | 250655 |

TIMETABLE

You can access the relevant **Zone 3** International exam timetable on the Cambridge website:

<https://www.cambridgeinternational.org/exam-administration/cambridge-exams-officers-guide/phase-1-preparation/timetabling-exams/exam-timetables/>

STATEMENTS OF ENTRY and AMENDMENTS TO ENTRY

A provisional statement of entry will be emailed to you for careful checking after 19 January. Please notify us via email of necessary amendments **immediately on receipt** of the statement of (cambridgeexams@isct.co.za). We cannot be held responsible for entry errors that should have been identified by you. Errors requiring amendment which are identified after 14 February will incur the late penalty fee by Cambridge so please inform us BEFORE that date.



INTERNATIONAL
SCHOOL
OF CAPE TOWN

FINAL STEPS ONCE YOUR ENTRY IS CONFIRMED

- Collect your final Statement of Entry from ISCT and check all details are correct
- Bring in a **certified copy of ID** or passport photograph, as each candidate must wear an identity tag to each exam.
- Consult your Statement of Entry for the exam rules and your individual timetable.

GENERAL QUERIES ABOUT THE CAMBRIDGE CURRICULUM IN SOUTH AFRICA

We are unable to deal with individual detailed queries regarding the wider Cambridge curriculum via the telephone or email; however, we are aware that there is a need for such information. If you need a consultation concerning wider issues of subject choice, matriculation exemption or matters relating to the curriculum, ISCT, subject to demand, may hold an annual Information session for private candidates, usually in the 1st term. Please communicate your interest in this via email.

Please follow this link for a brief video about what to expect on the exam day:

<http://www.cie.org.uk/cambridge-for/learners-and-parents/exams-and-certificates/regulations/>

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