

November 2012 series for GCSE English and English Language

Who can enter for this series?

Candidates who had certification entries for GCSE English (J350) and GCSE English Language (J355) in the June 2012 series are eligible for this series – even if they certificated at another centre.

Which entries are available?

The following certification and unit entries are available:

J350 GCSE English (Certification)	% weighting
A641/02 Postal Moderation – Reading literary texts	20%
A642/02 Postal Moderation – Imaginative writing	20%
A643/02 Postal Moderation – Speaking and listening	20%
A680/01 Foundation Tier – Information and ideas	40%
A680/02 Higher Tier – Information and ideas	40%
J355 GCSE English Language (Certification)	% weighting
A651/02 Postal Moderation – Extended literary text and imaginative writing	30%
A652/02 A652/04 Postal Moderation – Speaking and listening and spoken language	30%
A680/01 Foundation Tier – Information and ideas	40%
A680/02 Higher Tier – Information and ideas	40%

Does the terminal rule apply?

Yes, the terminal rule will apply for November.

Do candidates have to enter for certification in November 2012?

Yes, candidates must certificate in November 2012; they also must enter for the same certification as they entered in June 2012.

Can candidates enter at a different tier?

Yes, it is possible to enter candidates at a different tier from the one they entered in June.

Do the normal resit rules apply?

The normal resit entry rules apply: when a qualification is retaken (ie after certification), a candidate may have up to two further attempts at each unit. Since all candidates in the November 2012 series will have certificated in June 2012, they will be able to resit all units.

If candidates resit controlled assessment units, can candidates submit previous work?

No, the task must be retaken and new work must be submitted.

Can we enter candidates in both the November and January series?

Yes, it is possible to enter candidates in both series.

If candidates are successful in the November series, will late withdrawals of January entries be allowed without charge?

Candidates will be allowed to enter in both November and January; some candidates may wish to withdraw their January entries once they receive their November results and will receive a refund, if requested, by 31 January. To request a refund, please forward a copy of the invoice to OCR Sales Ordering at creditcontrol@cambridgeassessment.org.uk.

How do we make entries?

You can make entries as you would normally: via Interchange or A2C.

Do we have to pay for the entries?

No, the entries for **all** the above units for the November series will be free of charge. There is no charge for certification entries.

Can we submit late entries?

Yes but normal late entry fees will apply.

Can we use the OCR Repository?

No, postal moderation is the only moderation method available.

How will the controlled assessment sample submission work?

As the timescales are very tight for this November 2012 series, for Units A641/02, A642/02, A651/02 and A652/02, we are asking centres to automatically send all their candidate work to us if they have 20 or fewer candidates, instead of waiting to receive a sample request from us. Although this will not change the moderation process itself, this will allow us to start the process much sooner.

If you have more than 20 candidates, once we have received your marks, we will email you a sample request from CCCModMan.SampleRequests@ocr.org.uk. Any clerical error or invalid order of merit notifications will be sent from Cwamend@ocr.org.uk. If you receive more than one email for the same specification, please read the email carefully – you may have received a request for an **additional** sample. If we do not receive your marks, we will contact you.

For Units A643/02 and A652/04 teachers should select the sample to send to the OCR moderator.

How do we send scripts back?

Materials must be available for collection on the day of the exam. The standard arrangements for sending scripts to assessors will apply.

If candidates enter for the exam or controlled assessment in November 2012, how will they be graded?

Normal marking, moderation and awarding processes will apply in November 2012.

Will the candidate's best results be used towards certification?

Where a unit is needed to satisfy the terminal rule then the last result (i.e. from November 2012) will be used in the calculation of the certification result. However, for the November 2012 series only, for units which are not needed to meet the terminal rule, the rule that the better of the two most recent non-absent results will be used has been suspended by Ofqual. Instead, the best result of all attempts will be used.

How will results be issued?

Results will be emailed to the exams office contact by 8am on Wednesday 19 December. Results, including standard results reports, will then be issued via Interchange and A2C on 9 January as normal – just five working days later.

On 19 December, we will issue a 'centre statement of results' containing results for all candidates within one document, which can be sent to your heads of department. (Candidate statements of results will be available from 9 January from Interchange.) We will also send the following documents, as appropriate:

- Moderator reports
- Exam statistics, including raw mark grade boundaries
- Mark schemes
- Post-results services forms – if you wish to submit any post-results services before 9 January, you will need to use these forms.

Will post-results services be available from results day?

Yes, all post-results services will be available from results day. However, if you wish to submit requests before 9 January, when the post-results services will open on Interchange, you will need to use the forms provided within the results email.

What are the key dates for this series?

Entries	
Basedata will be available on the OCR website by	17 September 2012
Final entries to be received by OCR by	4 October 2012
Entry withdrawals will not be accepted by OCR after	12 December 2012
Entry feedback documents will be despatched following the complete processing of the centre's entries.	
Access Arrangements and Special Consideration	
All access arrangement applications to be received by OCR by	4 October 2012
Special consideration applications to be received by OCR within 7 days of the examination.	

Internal Assessment	
Coursework and Portfolio administration forms will be despatched by	19 October 2012
Internal assessment mark sheets (MS1) will be despatched by	19 October 2012
Moderator address labels will be despatched by	19 October 2012
Centre controlled assessment marks to be received by OCR by	5 November 2012
Examination Materials	
Question papers will be despatched by	19 October 2012
Estimated grade forms will be despatched by	19 October 2012
Attendance registers, examiner address labels and the examinations directory (where requested) will be despatched by	23 October 2012
Estimated grades to be received by OCR by	5 November 2012
Examination stationery will be despatched following the complete processing of the centre's entries.	
Timetable	
Final date for requesting transferred candidate arrangements	8 October 2012
Units A680F and A680H start at 1.30pm on	7 November 2012
Results	
Results release	19 December 2012
Requests for non-priority scripts to be received by OCR by	28 February 2013
Requests for enquiries about results to be received by OCR by	7 February 2013
Requests for late certification to be received by OCR by	7 February 2013
Missing and incomplete results requests to be received by OCR by	7 February 2013
Certificates will be despatched by	28 February 2013