



## EXAMINATION CERTIFICATES – SUMMER 2020

Certificates for all exams taken during the Summer 2020 season can be collected from the Exams Office via Main Reception in December. More details will be given nearer the time.

The candidate’s signature is needed in order for us to release the certificates. Should somebody else be collecting the certificates on the candidate’s behalf, authorisation will be required. Please note, however, that we cannot release certificates to another student/sibling.

A signed letter giving permission for a named person to collect the certificates will need to be brought in, along with photo identification (passport or driving licence) for that person and this will be retained as proof of collection (a pro forma for this can be found below).

Please note that certificates should be available for collection between 9am – 3:00pm.

If you have any queries please contact [exams@lytchett.org.uk](mailto:exams@lytchett.org.uk)

Mrs Sherlock  
Examinations Manager

Name of candidate: .....

I give permission for ..... to collect my Summer 2020 examination certificates on my behalf.

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Signed

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Date