

Circular S/IF/113/09/

November/ 2009

To: The Principals of Post-primary Schools and Directors of Further and Higher Education

For circulation to: The Examinations Officer

Issue of January 2010 Examination Results

This circular is intended to update you on our plans for the Issue of Results from CCEA following the January 2010 series of examinations.

The date for the release of hard copy results to candidates is Thursday 18 March 2010. In previous years CCEA has issued the January series results using Parcelforce to ensure delivery into centres the day before the results are released to candidates. This year that presents a problem as the day before is St Patrick's Day and Parcelforce and a number of centres will be closed.

This year CCEA will be making arrangements to enable centres to collect their January 2010 results in the same way as in August. Results will be **available for collection on Tuesday 16 March 2010**. The same collection points will be used and the collection time will continue to be between 10:00 and 11:00 am. **Results must not be released to candidates until Thursday 18 March.**

It is acknowledged that in March it may be problematic for Examinations Officers to get out of school due to teaching commitments. It is therefore suggested that the nominated member of staff to collect these results may be the Principal's secretary or a trusted member of the school's secretarial or administration staff.

During January 2010 you will be sent a letter and fax-back form to confirm the collection point you wish to use. This fax-back should be returned by mid February.

It is hoped that these arrangements will prove acceptable.

If you have any queries regarding the content of this circular please contact:

Stephen Cassells at CCEA on: (028) 9026 1242

Email: scassells@ccea.org.uk

