

Replacement Certificates and Certified Statement of Exam Results

Many employers and Universities are insisting on seeing actual certificates for your qualifications. If you did not collect your certificates at the time of leaving, there is a chance that we may still have them or have a simple record of your results.

If you want an official record of your past results, you should contact the relevant exam boards. The school makes examination entries with four of the main exam boards in England, Wales and Northern Ireland. You can contact them directly for your O-level, CSE, GCSE and A level results. These exam boards also hold results for all the old exam boards. To find out which one to contact, look at the details below. Exam boards don't give replacement certificates. So if you've lost your certificate, you will instead get a certified statement of results or a letter confirming your results. The exam board will charge for this service. Both of these are recognised by universities, colleges, professional bodies and employers. For all other qualification types, if you request a certificate, the awarding body may issue a replacement certificate, but this is at their discretion.

AQA

Download the form from the [AQA website](#), print out and send in hard copy.

Tel: 0844 209 6614 (Exams Office Support)

Old exam board	Old exam board name
AEB	Associated Examinations Board
SEG	Southern Examining Group
SEREB	South East Regional Examinations Board
SWExB	South Western (Regional) Examinations Board
ALSEB	Associated Lancashire Schools Examining Board
JMB	Joint Matriculation Board
NEA	Northern Examining Association
NEAB	Northern Examinations and Assessment Board
NREB	North Regional Examining Board
NWREB	North Western Regional Examining Board
TWYLREB	The West Yorkshire and Lindsey Regional Examinations Board
YHREB	Yorkshire and Humberside Regional Examinations Board

Edexcel (Pearson)

Complete the [online application form](#) on the Edexcel website.
Telephone 0845 618 0440.

Old exam board	Old exam board name
BEC	Business Education Council
BTEC	Business and Technician Education Council
JCBSPA	Joint Committee for Business Studies and Public Administration
LEAG	London East Anglia Group
LREB	London Regional Examining Board
M&MREB	Metropolitan and Middlesex Regional Examining Boards
TEC	Technician Education Council
UESEC	University Entrance and Schools Examinations Council
ULEAC	University of London Examinations and Assessment Council
ULSEB	University of London Schools Examination Board

OCR

OCR: Download the right form from the [OCR website](#), print out and send in hard copy
Tel: 01223 553998 (Customer services)

Old exam board	Old exam board name
EAEB	East Anglian Examinations Board
EMREB	East Midland Regional Examinations Board
MEG	Midland Examining Group
OCEAC	Oxford and Cambridge Examinations and Assessment Council
OCSEB	Oxford and Cambridge Schools Examination Board
RSA	Royal Society of Arts
SREB	Southern Regional Examinations Board
SUJB	Southern Universities' Joint Board for Schools Examinations
UCLES	University of Cambridge Local Examinations Syndicate
UODLE	University of Oxford Delegacy of Local Examinations
WMEB	West Midlands Examinations Board

WJEC

Download the application form from the [WJEC website](#). Print out and send in hard copy.
Tel: 02920 265056 or 02920 26504
Email: replacementcertificates@wjec.co.uk

Old exam board	Old exam board name
WJEC	Welsh Joint Education Committee