![OCR logo] RECOGNISING ACHIEVEMENT

NOTICE TO CENTRES

FAO: The Exams Officer; the Head of ICT
Date: May 2011
Subject: GCE Applied ICT (H115/H315/H515/H715)

Authenticating GCE Applied ICT

To maintain the integrity of coursework and pre-release tasks, authentication is required from candidates and teachers to confirm that the work submitted is the candidates' own.

If this isn't provided, the result for that candidate's unit will be withheld, and a result of 'Pending (Q)' will be issued until authentication is provided.

You can avoid this by ensuring that your centre returns the relevant forms for each unit, as shown in the table below.

Send the completed CCS160 form to the moderator with the internal assessment mark sheets (MS1) or equivalent **by the deadline of 15 May 2011**	AS units	G040, G042, G043, G044, G045, G046, G047
	Advanced units	G048, G049, G050, G051, G052, G053, G056, G057, G058

Send the completed CCS272 form to the examiner with the exam scripts once the exam has taken place	AS unit	G041
	Advanced units	G054, G055

Copies of these forms can be downloaded from the GCE Applied ICT qualification page of the OCR website at www.ocr.org.uk.

If you have any queries, please call our Customer Contact Centre on 01223 553998 or email general.qualifications@ocr.org.uk.