



The Exam Booking Process

1. Check if there are any 'exam centres' in your area which accept "external candidates" for a particular board before you commit to an exam board syllabus. The main exam boards are:
Edexcel AQA CIE
OCR Edqvas
(I have listed these in order of popularity and ease at finding an exam centre)
*(see the **list at the end of this document for exam centres** – this is not an exhaustive list; if you cannot find a centre near you, please contact us. It is also worth asking local schools even if they are not listed as having taken private candidates before. Often people find that independent schools are more willing to accept private candidates.)*
2. Try to register with an exam centre *at least* six months before the exam date.
3. When contacting the exam centre, have the exam board name, course name, and course number to hand. You want to ensure that they are registered with that board and are willing to administer that specific exam.
4. When you contact them, they will let you know their fees, admission deadlines, and processes. Most exam centres want a firm confirmation from you, and payment, 4-5 months ahead of the exam date.
5. It is possible to enter much later, even up to a week before the exam, but exam board fees rise sharply for late entries.
6. Exam fees are made up of the exam board entry fee (between £30 and £50 plus an administration fee for the exam centre.)
7. If a school is registered with Edexcel for GCSEs then they can accept candidates for IGCSEs too. It is possible that the school might not be aware of this but you can ask them to contact Edexcel, who will confirm it for them.
8. Exam centres are under no obligation to accept private candidates; it creates extra work and may involve some disruption to their schedule.
9. Often, independent schools / colleges are your best bet for finding a centre near you.
10. Private, or Independent, exam centres are businesses which specialise in organising exams for external candidates. They are not schools, but are often tutorial colleges offering intensive or after-school tuition.

It is always best if you arrange an exam centre yourself. You can assess travel distance, access arrangements, room arrangements, discuss fees and any other private information that is relevant for you and your child.



Exam Centres known to take external candidates – as of Jan 2019

Worcester Sixth form college. (Very friendly efficient exams officer who knows HEers well. Caters for all exam boards.)

Swansea Sixth Form Centre in Swansea

Northstar in Dronfield

Rochester Independent College in SE England

Bradford College, Bradford

Farnborough College of Technology

Kent College in Canterbury

King's School in Canterbury

Macclesfield Tutorial College in Macclesfield

Cranford community college in Hounslow

Leek High in Leek

St Felix school in Southwold

astartutoring.com in Newcastle

Wessex Tutors in Southampton

Canterbury Academy / Canterbury High School

Longfield Academy -in SE England

Queen Elizabeth Grammar School in Faversham

Christ Church Academy in Dover

Pascal's College in Beckenham

Kent college, Canterbury

jay-em studios in Chorley

The Emmbrook School in Wokingham

3A Tutors in Bristol

Weymouth college

St Crispin's in Wokingham

Tutors and exams in Coventry city centre

The John Warner School in Hoddesdon



ACE exam centres in Colchester/Clacton

Wingfield academy in Rotherham

Beacon Accademy in Crowborough

Pocklington school nr York

St. Bartholomew's in Newbury

Faregos in Fareham

king's college in Guildford

Morecambe High School nr. Lancs/Cumbria

<https://www.edeneducation.co.uk/> nr Lancs/Cumbria

Tutor and Exams nr Bolton

Southborough in Surbiton

Emmsbrook in Wokingham

Denesfield in reading (only 16 yrs+, I believe)

Bosworth Independent College in Bedford

Stantonbury in MK

Pascal's College in Beckenham (London area)

Campbell Harris in Kensington (London area)

The Tutorial Foundation in Bromley (London area)

Learning hub in Wembley (London area)

Watford Girls Grammar in Harrow (London area)

Campbell-Harris in Kensington. The office is on Kensington High St but exams are sat at the Serbian orthodox community centre at Ladbroke Grove (London area)

Khalsa College in Harrow (London area)

Tutors and Exams in Coventry

Greene's Tutorial College in Oxford

Cherry Hill Tuition in Hounslow

Hills road in Cambridge

Forest Pathway College in Walthamstow

Longsands Academy in St Neots

Neale Wade in March



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IQplus is a private tuition/exam centre in Peterborough

Hellesdon High School in Norwich

NSW near Sheffield

Rastrick Independent in Halifax

Ilfracombe School/Academy in Devon

Park House School does in Thorney

Lincoln Minster School

St Albans Girls School, St Albans , Hertfordshire

Brooke House College in Market Harborough

Southfield School in Kettering

Macclesfield Tutorial College

astartutoring.com/ in Newcastle

Manchester College of Languages

Longley Park in Sheffield

Northstar in Dronfield

St Georges in Harpenden

St Albans College on London Rd in St Albans

St Thomas More School in Westcliff on Sea

Spanish Learning Centre in Blackpool

Frewen College in Northiam

Honywood school in Coggeshall

Worcester Sixth Form College

Northstar in Dronfield

Pembrokeshire College in West Wales

Wycliffe College, Glos

Monkton Combe school in Bath

Rastrick independent in Halifax

Bradford Grammar School

Taunton International School



Unsurpassed Quality and Affordability in Distance Learning

Luckley Oakfield in Wokingham

Whitleybayhighschool in Whitley Bay, North East England