

Centre Authentication Form

OCR Entry Level, GCSE, GNVQ, VCE, AGCE and GCE qualifications

One copy of this form must be completed for **each** unit or coursework component and signed by the appropriate person(s). The completed form **must** accompany the coursework or portfolios submission to the moderator/examiner or be inspected by the visiting moderator for Entry Level, GCSE, GNVQ, VCE, AGCE and GCE qualifications.

It is now a requirement of the Code of Practice that this authentication form is signed.

'Authentication of candidates' work – The internal assessor must present a written declaration that the candidates' work was conducted under the required conditions as laid down by the specification.'

Centre Name Centre No

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Specification or Unit title

Qualification or Unit number/component code

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Session Year

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Moderated unit *In this case this form must accompany the sample posted to the moderator or inspected by the visiting moderator*

or

Examined unit *In this case this form must accompany the packet of coursework that is posted to the examiner or assessed by the visiting examiner.*

Signature(s) of internal assessor(s) – i.e. person(s) responsible for carrying out internal assessment and/or supervision (in the case of examined coursework) of work:

I/We the undersigned confirm that the candidates' work was conducted under the required conditions as laid down by the specification.

Signature:..... Print name:.....

Signature:..... Print name:.....

Signature:..... Print name:.....

Please continue on a separate sheet if required.

In order to support internal assessors in authenticating their students' work an **example** of a standard Candidate Authentication Statement is provided on the OCR Website (www.ocr.org.uk). Alternatively centres may wish to continue to use their own internal arrangements for candidate authentication, but these must provide equivalence to the standard Candidate Authentication Statement.

- Notes**
- In the case of private candidates or distant tutored candidates, the centre must ensure that:*
- *the tutor/teacher has acquainted themselves thoroughly with the general standard of candidates' work before accepting coursework for Internal Assessment. Work submitted by candidates that is atypical or inconsistent with their general standard may raise concerns over authenticity.*
 - *sufficient on-going regular monitoring of the candidates' examination coursework has taken place.*
 - *Centres are reminded that they must comply with restrictions that may apply to entries e.g. the exclusion of Private candidates from a specification.*