



HSDC EXAM ENTRY FORM ON DEMAND

PLEASE COMPLETE IN BLOCK CAPITALS

CAMPUS	
HSDC STUDENT REFERENCE NUMBER	
FULL NAME	
ADDRESS	
DATE OF BIRTH	
MOBILE NUMBER	
HOME NUMBER	
EMAIL ADDRESS (FORMER STUDENTS ONLY)	

EXAM BOARD	EXAM CODE	EXAM SUBJECT/TITLE	EXAM SEASON/DATE	FEES
			FORMER STUDENT FEE	
			LATE FEES	
			TOTAL	

Receipt attached or paid by WisePay Date Paid_____

HAVE YOU APPLIED FOR ACCESS ARRANGEMENTS? YES / NO

IF YES PLEASE STATE: _____

I understand it is my responsibility to complete the form with the correct examination details. Failure to do so may incur late fees or I will be unable to resit in accordance with the examination boards regulations.

STUDENT'S SIGNATURE:_____ DATE: _____

FURTHER INFORMATION ON REVERSE.

EXAM FEES AND PAYMENT INFORMATION ON DEMAND

2022-2023

ALL ON DEMAND DEADLINES ARE 4 WEEKS BEFORE THE REQUESTED EXAM DATE. If the exam board unable to process your entry as the above is missed, you will be emailed with alternative dates.

BTEC

£25.00 per Level 2 unit

£40.00 per Level 3 unit

£50.00 per former student e.g. not enrolled on the subject/s in 2022/2023.

City & Guilds

Level 2 £35.00

£50.00 per former student e.g. not enrolled on the subject/s in 2022/2023.

VTCT

VTCT Level 2 Cert Barbering £15.00

£50.00 per former student e.g. not enrolled on the subject/s in 2022/2023.

AAT

Level 1 Access Award in Accounting Software - £60.00 per unit

Level 1 Access Award in Bookkeeping - £60.00 per unit

Level 2 Foundation Certificate in Bookkeeping - £60.00 per unit

Level 2 Foundation Certificate in Accounting - £65.00 per unit except synoptic £70.00

Level 3 Advanced Diploma in Accounting - £65.00 per unit except synoptic £70.00

Level 4 Professional Diploma in Accounting - £65.00 per unit except synoptic £70.00

£50.00 per former student e.g. not enrolled on the subject/s in 2022/2023.

PAYMENT INFORMATION

Payments can be made electronically via WisePay or in person at the relevant reception desk by cash, debit/credit card or cheque, payable to Havant & South Downs College.

If you decide you do not want to be entered for the exam, you need to put this in writing to the relevant Exams Office. You are entitled to a full refund if we are informed before the closing date and fees have not been submitted to the examination board. **Former student fee is non-refundable.**