

## Candidate Entries 2021 and Candidate Self Service Portal

- The Candidate Self Service Portal (CSSP) will open for this purpose on **Wednesday 10 March at 12 noon and will remain open until 6 pm on Tuesday 16 March.**
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- This will be **completed in school** on Thursday March 11<sup>th</sup>/Friday March 12<sup>th</sup>.
  
- Candidates will be able to **add any subjects** that they are studying outside of school or withdraw from subjects.
  
- Candidates will also be able to indicate whether they want to take the examinations, or to receive SEC Accredited Grades, or **both**.
  
- Further details concerning arrangements for students attending recognised schools but studying subjects out of school and students studying entirely outside of schools will be available shortly. It should be noted that in both cases, for reasons of equity and fairness these students will need to be able to provide **substantial evidence of their learning to be eligible for consideration for Accredited Grades.**
  
- **Selection of Levels:** It is extremely important at this stage that schools engage with candidates regarding their selection of their level in each subject.
  
- Candidates will have a **further opportunity at the end of April/early May to confirm their levels** in each subject. At that time, candidates can also **withdraw their intention** to take the written examination but they will **not be able to indicate their intention to sit examinations after the 16 March 2021.** The level selected by candidates at the end of April/early May will be an absolutely final decision when it comes to the level – Higher, Ordinary or Foundation – in which they will receive their accredited grade in each subject. As teachers will then be in the estimation process, candidates (or schools) will not be permitted to change levels for the purpose of the accredited grades process after that time.