



CANDIDATE PERMISSION FORM: Certificate collection

Previous students should collect their own certificates from Sixth Form reception.

If you are unable to collect certificates in this way, please indicate below your preferred method by ticking the relevant box and completing the required information.

Candidate name			
<input type="checkbox"/> Certificates should be sent to my home address*. I confirm that I am taking full responsibility in case of loss of my certificates during the postal process and in case any details on my certificates are incorrect.			
<input type="checkbox"/> I give permission for my representative: <u>insert name and relationship of representative here.</u> to collect certificates on my behalf. I confirm that my representative will provide photographic ID on collection and will sign to confirm collection on my behalf.			
Candidate signature		Date	

* Certificates will be sent to the address held on record at the centre. Any change of address should be notified through the official change in details process. The centre does not take any responsibility for certificates sent out to addresses where this process has not been followed.

Completed forms should be returned to **exams@ifatq.org.uk** before collection.

Please note that no certificates will be released to another person without prior arrangements.