

2024/25 centre declaration sheet

This form should be completed and sent/given to your allocated moderator. A copy should be retained at the centre. The declarations should be completed as indicated.

AQA Certificate
 AS / A-level
 ELC
 FCSE
 Functional Skills
 GCSE

Component code(s)	Component title
Centre number	Centre name

Authentication of candidates' work This is to certify that marks/assessments have been given in accordance with the requirements of the specification and that every reasonable step has been taken to ensure that the work presented is that of the candidates named. Any assistance given to candidates beyond that given to the class as a whole and beyond that described in the specification has been recorded on the *Candidate record form(s)* and has been taken into account. The marks/assessments given reflect accurately the unaided achievement of the candidates.

Malicious software (malware) All documents and files being submitted electronically have been checked and cleaned of any malware (for example computer viruses, computer worms, spyware).

Signature(s) of teacher(s) responsible for assessment (please print name below signature)

Teacher/tutor 1	Teacher/tutor 3
Teacher/tutor 1 signature	Teacher/tutor 3 signature
name	name
Teacher/tutor 2	Teacher/tutor 4
Teacher/tutor 2 signature	Teacher/tutor 4 signature
name	name

(Continue overleaf if necessary)

Internal standardisation of marking Each centre must standardise assessment across different teachers/assessors and teaching groups to ensure that all candidates at the centre have been judged against the same standards. If two or more teachers/assessors are involved in marking/assessing, one of them must be designated as responsible for standardising the assessments of all teachers/assessors at the centre.

I confirm that [select/tick either (a) or (b)]

- (a) the procedure described in the specification has been followed to ensure that the assessments are of the same standard for all candidates, or
 (b) I have marked/assessed the work of all candidates.

Signed	Name	Date

Component code(s)	Component title
Centre number	Centre name

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Signature(s) of teacher(s) responsible for assessment (please print name below signature)

Teacher/tutor 5 Teacher/tutor 5 signature name	Teacher/tutor 11 Teacher/tutor 11 signature name
Teacher/tutor 6 Teacher/tutor 6 signature name	Teacher/tutor 12 Teacher/tutor 12 signature name
Teacher/tutor 7 Teacher/tutor 7 signature name	Teacher/tutor 13 Teacher/tutor 13 signature name
Teacher/tutor 8 Teacher/tutor 8 signature name	Teacher/tutor 14 Teacher/tutor 14 signature name
Teacher/tutor 9 Teacher/tutor 9 signature name	Teacher/tutor 15 Teacher/tutor 15 signature name
Teacher/tutor 10 Teacher/tutor 10 signature name	Teacher/tutor 16 Teacher/tutor 16 signature name

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