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| **Centre Authentication Form**  |
| OCR AS and A Level, Cambridge Nationals, Entry Level, Extended Project and GCSE qualifications |

**One** copy of this form must be completed for **each** internally assessed unit or component and signed by the appropriate person(s). The completed form **must be retained by the centre and be available on request** to either OCR or the JCQ centre inspection service. It must be kept until the deadline has passed for centres to submit a review of moderation. Once this deadline has passed and centres have not submitted a review, this form can be destroyed.

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| **Centre name** |  | **Centre no** |  |  |  |  |  |

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| **Qualification type**(e.g. AS and A Level, Cambridge Nationals, Entry Level, GCSE |  |
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| **Unit or specification number and component code**(e.g. Y100/A, J351/03 or J170/01)  |  |  |  |  |  |  |

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| **Unit or specification title**(e.g. Topic-based essay or Photography: Portfolio)  |  |

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| **Examination series** (e.g. November, January or June) |  |  **Year** | **2** | **0** |  |  |

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 and OCR additional guidance on internal assessment.

I/we confirm that the marking was carried out according to the mark scheme and AI was not used as the sole form of marking.

I/we confirm the sample is representative of the teaching groups within our centre.

I/we confirm, where necessary, that internal standardisation has been carried out and that **all** marks have been **correctly added up and accurately submitted** to OCR.

Signature:…………………………………… Print name:……………………………………………

Signature:…………………………………… Print name:……………………………………………

**Please continue on a separate sheet if required.**

**Candidate authentication**

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/candidate-authentication)](http://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 OCR example.

**Private candidates**

In the case of private candidates or distant tutored candidates:

* The tutor/teacher must acquaint 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 must take place.