OCR
Oxford Cambridge and RSA

Entry Level Certificate in Mathematics

Unit R448
Controlled Assessment Cover Sheet

Please read the instructions printed overleaf before completing this form. A completed cover sheet must be attached to the assessed work of **each** candidate in the moderation sample. Candidates who are entered for R448 in June 2019 may take Version 9 and/or Version 10.

Year	

Centre Name	

Centre Number	

Candidate Name		**Candidate Number**	

Assessment	Mark
W1 (max 30)	
W2 (max 30)	
Aural (max 20)	
Practical (max 20)	
Total (max 100)	

Marks and total checked		(Please tick)

INSTRUCTIONS FOR COMPLETION OF THIS FORM

1 One form should be used for each candidate.

2 The marks you enter may be for different versions, for example you may use Written test 1 (W1) Version 9 and Practical task (P) Version 10.

3 If the candidate has taken both versions for e.g. W1, you must enter the highest mark only. This is the task you must send to the moderator.

4 Enter 0 in the Mark box for tasks or tests the candidate did not take. Some candidates who perform at level 1 may not take W2 and/or the Practical task.

5 Carefully check the marks and your total. This should be done by another person.

6 If four marks are entered you must send exactly four papers to the moderator for this candidate.

7 The moderator also expects the forms **CSS160** and **GCW329** (Coursework Summary Form) and a printout of the marks you entered electronically. (Keep a copy yourself.)

8 Please refer to the Guide for administering internal assessment; this can be found on our website.