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| **ST ANDREW’S COLLEGE POLICY DOCUMENT** |
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This procedure allows September Foundation students a second chance to pass the course if they fail or to improve their results if they fail to achieve the required level for university placement.

The procedure is as follows:

1. Exam results will be issued to all students in the first week of June.
2. If a student receives their results and has failed the course or has not obtained the required level for their chosen university, then the student will be allowed to retake the exam or exams necessary to give them a pass or improve their results.
3. The students concerned will join the Accelerated Foundation classes on the Monday after their results have been issued if they choose and can re-take their exams with the accelerated group or they can opt to only retake their exams.
4. The cost of the revision classes and retake exams will be advised on request
5. The student will be advised on results day that if they participate in the revision classes there is no guarantee that they will pass or improve their results. They will also be advised that if they are in college accommodation they will have to vacate it as it will be required for the summer school.
6. Students will receive their results on the same day as the Accelerated group and their results will then be sent to their chosen universities.

Next Review: August 2020