

Timetable deviation application

Read section 1.2.3 of the Cambridge Handbook before you complete and submit this form to see our conditions for accepting timetable deviations.

You must fill out one form for each timetable deviation and complete all the relevant fields. You can only carry out a timetable deviation if we have approved it in writing.

Exam series	<input style="width: 100%;" type="text"/>							Centre name	<input style="width: 100%;" type="text"/>
Centre number	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	Component number	<input style="width: 20px;" type="text"/>
Syllabus code	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>		

Will all candidates taking this exam in your centre use this timetable deviation?

Yes No

If only some of your candidates are using this deviation, list their candidate number(s) in the box below:

Scheduled date and session for exam						Suggested revised date and time for exam					
Date (DD/MM/YY)				Session		Date (DD/MM/YY)				Time (HH:MM)	
<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>
Key time for exam (HH:MM) (local time)						Duration of exam (HH:MM)					
Other exams to be taken on same day											
Syllabus name			Syllabus/component			Exam board		Start time of exam (HH:MM)		Duration of exam (HH:MM)	

Total exam time in clashing exams (HH:MM):

The total time must be more than 3 hours and 45 minutes.

Give the reason for your application

Explain how you will make sure candidates will not be able to receive information from others worldwide who sit the exam during the scheduled session.

Declaration

I confirm I will follow all the guidance on using a timetable deviation in the approval email which Cambridge International sends to me.

I support this application and confirm that the information on this form is correct.

Signed (Head of Centre) Date

Name

If you submit this form electronically, tick the check box as an alternative to signing the form.

Returning this form

Return this form to info@cambridgeinternational.org. Include your centre number and 'Timetable deviation' in the subject line of your email. Keep a copy of the form for your records.

If you are an Associate Centre, send this form directly to your Cambridge Associate who will submit it to us.

The deadlines for submitting this form are:

- March series – 14 December
- June series – 17 April
- November series – 21 September