

Community Languages Request Form – Highgate Wood School

1. The parent needs to complete this form, print it, and give to their child who will show it to the head of the languages department.
2. This form is only accepted in the November of the academic year that the exam is to take place and we cannot guarantee an entry will take place outside of this time. Electronic versions cannot be accepted.
3. The head of languages has the final decision about who is entered and for what level.
4. After this has been done and you have your receipt further communications will be with the exams team (from February) and the finance team for a refund (in July)

Please complete in capital letters

Student first name: \_\_\_\_\_ Surname: \_\_\_\_\_ Form: \_\_\_\_\_

Requested language: \_\_\_\_\_ Level (GCSE or A' level): \_\_\_\_\_

I confirm that my child is fluent in speaking, reading, listening and writing in the language I have selected. I have read and agree with the information on the school website regarding entry for community languages. I understand that I will need to pay a deposit in order for the entry to be processed and once I have the statement of entry (usually April) I need to help ensure my child's attendance.

Parent full name: \_\_\_\_\_

Parent signature: \_\_\_\_\_

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Receipt from Highgate Wood School (parent – please complete child's name here also)

Thank you for your interest in this community language. I can confirm that I will enter:

Student first name: \_\_\_\_\_ Student surname: \_\_\_\_\_

For the following language: \_\_\_\_\_ at this level: \_\_\_\_\_ in summer of: \_\_\_\_\_

Signed (head of languages): \_\_\_\_\_

Date: \_\_\_\_\_

It is the parent's responsibility to retain this receipt as only this will confirm the request for a community language has been made and accepted by the school.