

Please check the enclosed certificates very carefully and let us know of any errors or omissions that have been made by completing the enclosed form.

**The cost of replacement certificates:  
Examinations taken since 1997**

**GESE & ISE Grade Exams have a cost of 30 euros.**

**Examinations taken before 1997**

These results are held off site in archives. If you require a replacement the cost is £45.

In order for us to provide a replacement certificate you must complete all details on form for us to locate the details.

The above is the case when the certificate is lost or the error was in the information sent to Trinity. This includes the spelling of names or inclusion of teachers' and schools names, if not corrected or added on the candidate listing sent to the centre. You **must** attach the fee or proof of payment with this form. You **must** complete all the details below. Failure to do so will delay the issue of the certificate. **Please write clearly and in BLOCK CAPITALS.**

On receipt of your certificates for a session, please ensure you check that:

- You have received **all** certificates for the session. NB Candidates who fail do not receive a certificate.
- You can check all of your results on Trinity Online.
- All certificates are accurate, both result and spellings.

If you believe that there is an inaccuracy with the result, please note that you **must** query this with Trinity's Head Office within six months of the receipt of the certificates. Please note that we are unable to query results after this time.

*Please tick appropriate box*

LANGUAGE

- ISE
- GESE

**CENTRE NUMBER:** \_\_\_\_\_

<b>Candidate name:</b>	<b>Candidate number:</b> <i>(found on the report form or the bottom of certificates)</i>	<b>Exam Type &amp; Grade</b> <i>(e.g. GESE Grade 11)</i>	<b>Session</b> <i>(Year/Month)</i>	<b>Error:*</b>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____