

All certificates must be collected in person and signed for. Should this prove difficult, you can nominate someone to collect them for you; please provide them with a **signed and dated letter of authority** from you, giving them permission to collect your certificates on your behalf. They will need to show the letter along with proof of I.D. upon collection.

Please note that should you be unable to attend the Presentation Evening you will need to contact the Exams Office to arrange a convenient time to collect your certificates. Your certificates are a valuable personal record of your achievements and may be required by other schools, universities and future employers. A charge will be levied by each examination board for any duplicate certificates issued due to non-collection or loss.

Please join us for the  
Year 11  
Presentation Evening  
on  
Tuesday 21<sup>st</sup> November 2017  
7pm-9pm  
Kernewek Hall

**RSVP:**  
Exams Office, Penryn College,  
Kernick Road, Penryn TR10 8PZ

E: [exams@penryn-college.cornwall.sch.uk](mailto:exams@penryn-college.cornwall.sch.uk)  
T: 01326 372379 x1231



I will / will not be attending the  
Class of 2017 Presentation Evening

Please reserve \_\_\_\_\_ seats for me.

Name:

Date:

House: