

AICE Exam Entries

June 2023

June 2023 AICE Exam Packet

1. Statement of Entry
2. Letter to Parents/Guardians
3. June 2023 AICE Exam Schedule
4. AICE Exam Registration & Confirmation form to be filled out and returned
5. AICE Exam Acknowledgement
6. AICE Diploma Tracking Sheet with exam results
7. Diploma Option Form (Juniors only)

Statement of Entry

- Check Name
- Check Candidate Number. Should match page 2 exam results page
- Check National ID - This is your Lee County ID with a 36 in front
- Check Date of Birth
- Check Gender
- Check English First Language
- Check Entries - Make sure you are entered for the correct exams and if you are taking an A Level exam using previous “Carry Forward” AS scores from either June or November, be sure your entry states this.

Estero High School, FL (US824)

- All entry details, including the spelling of your name and date of birth must be checked for accuracy.
- Cambridge has only confirmed entries or details below with the status 'Complete'. If any amendments are made and submitted, a new Electronic Statement of Entry will need to be generated to reflect these changes.
- Any questions relating to your entries should be referred to your Centre.

Candidate Details Unsubmitted

Candidate Name:

Candidate Number:

Status (School or Private):

National ID:

UCI:

Check Candidate Details

Date of Birth:

Gender:

English first language?:

Previous Centre Number:

Previous Candidate Number:

Check Candidate
Details

Entries

Qualification	Code / Option	Syllabus and Component	Exam Date	Time	Status
GCE AS & A Level	9093 / SX	English Language			Unsubmitted
		11 Reading Paper 11	26 Apr 2023	AM	
		21 Writing Paper 21	28 Apr 2023	AM	
GCE AS & A Level	9239 / SX	Global Perspectives & Research			Unsubmitted
		02 Essay 02	31 May 2023		
		03 Team Project 03	31 May 2023		
		11 Written Exam 11	26 Apr 2023	AM	
GCE AS & A Level	9395 / SX	Travel and Tourism			Unsubmitted
		02 Plan & Managing a Tourism Event			
		11 The Industry 11	25 Apr 2023	PM	
GCE AS & A Level	9700 / S1	Biology			Unsubmitted
		11 Multiple Choice 11	08 Jun 2023	AM	
		21 AS Level Structured Questions 21	10 May 2023	AM	
		31 Advanced Practical Skills 31	23 May 2023	AM	



Estero High School Cambridge/AICE Program
Exam Registration Confirmation

EXAM REGISTRATION CONFIRMATION FORM

Dear Student and Parent/Guardian,

It is time to register for the June 2023 series of the Cambridge International Examinations. Please review the **Statement of Entry** and ensure all of the information is correct. Complete the checklist below to confirm the information is correct, or make note of what needs to be corrected. It is **EXTREMELY IMPORTANT** that everything on the statement of entry is correct. If something is incorrect and not brought to my attention it could cause future implications with receiving the AICE Diploma or credit for the exam.

Estero High School has no control over exam times as they are determined by Cambridge International Exams. Some students will be taking more than one exam on a given day. You will notice that exams are two or more days long and if any portion of the exam is missed, Cambridge will not grade any part. Please understand that Cambridge sets the exam schedule and there are no make-up exams. If students are not present during the exam times, they will be fined \$110, to cover the cost of the missed exam. If AICE Global Perspectives is not completed in its entirety, the cost is \$193, and if AICE Digital Media Design is not completed, the cost is \$64.85. If the student must opt out of an exam for any reason, please contact me directly, to explain the situation. Please return this form to Mrs. Hutto or to the front office, ASAP. The deadline to return this Exam Registration Form to notify me of any conflicts is **January 27, 2023**.

Please complete the checklist regarding the Statement of Entry by placing a check mark in either correct or incorrect for each component. If a component is incorrect please put what needs to be changed so it can be updated.

Component	Correct	Incorrect	Correction that needs to be made
Name	_____	_____	_____
Date of Birth (DD/MM/YYYY)	_____	_____	_____
Exams	_____	_____	_____
Confirm you are registered for each AICE course you are currently enrolled. If one is missing please identify the exam you need to be registered for, or have removed. If you want to register for a course in which you are not enrolled in the course, you need to submit the "June 2023 AICE Exam Entry" google form, submit "AICE Exam Retake/First Entry" form, pay the applicable exam fee and submit by the RETAKE/FIRST Entry deadline of January 20, 2023 . *The Retake/First Entry information can be found in your AICE google classroom.			
Candidate Number	_____	_____	_____
If you are not sure, confirm your candidate number with your AICE teacher or Mrs. Hutto; this is not your EHS ID, this is your Cambridge/AICE Candidate number (4 digits).			
Gender	_____	_____	_____
English as 1st Language	_____	_____	_____

By signing below I confirm that the information on my Statement of Entry is correct or I have provided the corrections that need to be made. By signing below I also understand that students are required to sit for all parts of each AICE examination in the course they are enrolled. The dates are set by Cambridge International Exams and cannot be changed or modified by Estero High School. I understand the exam fees incurred as stated above, if student does not complete all parts of an AICE exam, or component.

Student Name: _____ Student Signature: _____

Student Grade Level: _____

Parent/Guardian Signature: _____ Date: _____

Exam Registration Confirmation form to be completed and returned by January 27, 2023 if there are any corrections needed to Candidate Details on the Statement of Entry to avoid additional fee for changes after final deadline.



Estero High School

Cambridge/AICE Program

AICE Exam Acknowledgement

I understand that as a student in a Cambridge AICE course, I will be required to sit for all components of each AICE examination. The dates are set by Cambridge Assessment International Education and cannot be changed or modified by Estero High School. I will be required to pay Estero High School \$110 for any exam missed. If AICE Global Perspectives is not completed in its entirety, the cost is \$193. If AICE Digital Media Design is not completed in its entirety, the cost is \$64.85.

Student Name: _____ Student Signature: _____

Student Grade Level: _____ Candidate Number: _____

Parent/Guardian Signature: _____ Date: _____

Please check the box next to each class in which you are enrolled at this time. Students will be entered in all exams for classes in which they are enrolled. If you must opt out of an exam, a parent must contact Mrs. Hutto no later than January 27, 2023.

<input type="checkbox"/>	AICE Art & Design AS (9479)		
<input type="checkbox"/>	AICE Biology AS (9700)		
<input type="checkbox"/>	AICE Business AS (9709)	<input type="checkbox"/>	AICE Business AL (9709)
<input type="checkbox"/>	AICE Digital Media & Design (9481)		
<input type="checkbox"/>	AICE Economics AS (9708)	<input type="checkbox"/>	AICE Economics AL (9708)
<input type="checkbox"/>	AICE English AS (9701)		

Update to 3 AICE exam dates:

Psychology AL (31) exam date is now May 8th

Mathematics AL (51) exam date is now May 10th

English Language AL (31) exam date is now May 8th

These changes were made on 11/30/22 due to a national holiday to celebrate the coronation of His Majesty King Charles III.

GCE AS & A Level	9990 / BX	Psychology		
		31 Specialist Options: Theory 31	08 May 2023	AM
		41 Specialist Options: Application 41	22 May 2023	AM
		87 June AS Mark (11,21) CF		

GCE AS & A Level	9709 / DX	Mathematics		
		31 Pure Mathematics 3 (31)	12 May 2023	PM
		51 Probability & Statistics 1 (51)	10 May 2023	PM
		84 June Mechanics AS Mark (11,41) Carried Forward		

Letter to Parents/Guardians



Estero High School

Cambridge/AICE Program

Dear Parent/Guardian,

It is time to enter students for their Cambridge International Examinations for the June 2023 Exam Series (April/May/June). Included in this communication is the AICE exam schedule, previous AICE exam scores (planning/tracking sheet), Statement of Entry, and Exam Registration/Acknowledgement Form. The Exam Registration Confirmation & Acknowledgement form will need to be returned to one of the student's AICE teachers, or to Mrs. Hutto.

Estero High School has no control over exam times as they are determined by Cambridge International Exams. Some students will be taking more than one exam on a given day. You will notice that exams are two or more days long and if any portion of the exam is missed, Cambridge will not grade any part. Please understand that Cambridge sets the exam schedule and there are no make-up exams. If students are not present during the exam times, they will be fined \$110, to cover the cost of the missed exam. If AICE Global Perspectives is not completed in its entirety, the cost is \$193; if AICE Digital Media & Design is incomplete the cost is \$64.85. If your child must opt out of an exam for any reason, please contact me directly, to explain your situation. Please return the Exam Registration Confirmation & Acknowledgment form to Mrs. Hutto or one of their AICE teachers, ASAP. **The deadline to return the AICE Exam Registration Confirmation & AICE Exam Acknowledgement form, or notify me of any conflicts, is January 27, 2023.**

Please contact me if you have any further questions. I wish our students the best on their exams and in their journey to attaining college credits and the AICE Diploma.

Sincerely,

Carolyn Hutto

Cambridge Coordinator
Carolynhu@leeschools.net

AICE Exam Schedule/Calendar

You may access the June 2023 Exam Series on the Estero High School website; here is a quick link:

https://est.leeschools.net/cambridge_aice_diploma_program/cambridge_a_i_c_e_exam_schedule

Mrs. Hutto will send an email reminder a day or two before each exam too!

Exam Paperwork DUE 1/27/23

Please return paperwork to your AICE Teacher, or you can email to Mrs. Hutto, CarolynHu@leeschools.net by the deadline.

Paperwork to return:

- Registration Confirmation & Acknowledgement
- AICE Diploma Option (Juniors only)

I encourage you **to return completed paperwork tomorrow**, however, the deadline to return is January 27, 2023.

Statement of Entry

ADIP Entry

(AICE Diploma Entry; Juniors/Seniors only)

Seniors who are eligible for the AICE diploma & did not submit ADIP last year will have the ADIP entry. If you submitted ADIP last year, but did not earn the AICE Diploma, you will be responsible for paying the ADIP entry fee of \$128 by 1/27/23 before ADIP entry is submitted.

JUNIORS & ADIP: Need to return your diploma option form, you will receive an updated Statement of Entry if you opt in for the AICE Diploma for June 2023 exam series.

AICE Diploma

If you are a Senior and eligible for the AICE Diploma, it has been entered and should be on your Statement of Entry. If not, let me know, ASAP!

CarolynHu@Leeschools.net



Diploma Option for Juniors

If you want to be entered for the AICE diploma as a Junior, you must return the form. If you are relatively sure you will pass all necessary exams in this sitting, and have a fairly good record of passing, please return the form. If you are failing a class and have no chance of passing, you are better to wait until next year. If you plan on full time dual enrollment, next year, you should enter for the diploma because you won't be here to take more classes. *AICE Diploma entry is paid for one time by Estero.

Dear Parent/Guardian,

You should be very proud of your child for their success in the Cambridge program at Estero High School. Your child is scheduled to take Cambridge Exams this spring and if they pass those exams and are entered for the diploma, they will be awarded the AICE Diploma. Students have the option of applying for their diploma during either their Junior or Senior year. We want to make sure your child is confident in their ability to pass the exams. Therefore, we will pay the \$126 fee for **one diploma entry per student**. Please discuss this matter with your child and have them return this form to Mrs. Hutto's office located in Student Affairs) or the front office by Friday, January 27, 2023. No Diploma entries will be made until this form is returned. Also, please note, if your child took English General Paper as a Freshman, they need to enter for the diploma as a Junior. The English General Paper exam will expire their Senior year and the student will need to retake the General Paper exam if applying for the diploma as a Senior (and they initially took General Paper as a Freshman).

If you have any questions at all, please feel free to contact me, I am here to help.

Sincerely,

Carolyn Hutto

Estero High School Cambridge/AICE Coordinator

CarolynHutto@eeschools.net

239-947-9400 ext. 225

My child and I have discussed the AICE diploma options and we have decided on the following:

____ My child _____ would like to apply for the AICE Diploma, this school year.
Print Student's Name

____ My child _____ would like to wait until next year to apply for the AICE diploma.
Print Student's Name

Parent Name _____

Parent Signature _____

Student's Signature _____ Date: _____



Cambridge Assessment
International Education

Cambridge International School

AICE Diploma Qualification

[Link to Cambridge AICE Diploma qualification](#) (go to this webpage to learn more about the combination of credits that are valid for the Diploma, and Group Award Levels.

Cambridge AICE Diploma qualification

The Cambridge AICE Diploma is a group certificate which requires learners to study a compulsory core subject, Cambridge AS Level Global Perspectives & Research, with Cambridge AS & A Level subjects drawn from three curriculum areas: mathematics and science (Group 1), languages (Group 2), and arts and humanities (Group 3). There is the option to study interdisciplinary subjects (Group 4).

We hold Cambridge International AS & A Level exam series twice a year, in June and November. Results are issued in August and January. In India only, we offer a March exam series with results issued in May.

AICE Diploma Planning/Tracking Sheet - Past Exam Scores

Double Check that the exams that you have passed are correct. See me, ASAP, if you see a mistake.

If you have not taken exams at this school before, you will not have this sheet. *If you have taken an AICE Exam at another school, check your “Previous Candidate Number & Centre”. If it is incorrect, let me know.

AICE Diploma Tracking Sheet

Advanced International Certificate of Education (AICE) Diploma Requirements: 7 Passing scores from at least one from Groups 1, 2, and 3 + Pass Global Perspectives + pass three from learner's choice							
Group 1 - Math and Science		Group 2 - Languages		Group 3 - Arts and Humanities		Group 4 - Interdisciplinary and Skills-Based subjects	
Test Passed	Course	Test Passed	Course	Test Passed	Course	Test Passed	Optional-Only 2 Credits Will Count Towards the Diploma
	Biology AS		English Language AS		Accounting AS		English General Paper AS
	Biology A		French Language AS		Art & Design AS		Thinking Skills AS
	Chemistry AS		Spanish Language AS		Business AS		Thinking Skills A
	*Environmental Management AS		Spanish A Level		Classical Studies AS		
	Marine Science AS	*May be used to meet the requirement for Math and Science or Humanities, but not both categories.			Digital Media & Design AS	Core	
	Marine Science A				Drama AS	Test Passed	REQUIRED
	Mathematics AS				Economics AS		Global Perspectives and Research AS
	Mathematics A				English Literature AS		
	*Psychology AS				Law Studies AS		Bright Futures Scholarship 100 volunteer hours documented with Guidance on BFS paperwork .
	*Psychology A				*Environmental Management AS		
					*Psychology AS		
					*Psychology A		
					Sociology AS		
					Sociology A		
					Travel and Tourism AS		
					US History AS		

AICE Exam Retakes or First Entry (not enrolled in course)

June 2023 AICE Exam Retakes or First Entry (not currently enrolled in AICE course)

Carolyn Hutto • Nov 15 (Edited Nov 15)

1 point

Due Jan 20, 2023, 2:00 PM

If you need to **retake an AICE exam** OR would like to take an exam as a **First Entry** for a course you are **not CURRENTLY enrolled**, this is what you need to do.

- 1) Complete the **June 2023 AICE Exam Series - Retake or First Entry Request google form** (below)
- 2) Complete **June 2023 AICE Retake/First Entry Registration Form** (hard copies are available in the front office, or see Mrs. Hutto)
- 3) Return completed & signed Registration Form to Mrs. Hutto with exam fee payment by the **DEADLINE of FRIDAY, JANUARY 20, 2023.**

Exam Fee: \$110 (AS or AL non-Global)

\$193 (Global Perspectives syllabus only)

*Exam Fee made be paid by Cash, Debit/Credit, Check (make checks payable to Estero High School by the deadline of January 20, 2023 or you will not be entered for the exam.

The exam schedule is attached so you can plan accordingly. If the exam you want to take is not on the schedule, please email Mrs. Hutto and she will let you know the exam dates prior to registering.

**If you are not interested in this opportunity, please submit assignment with the comment, "Thank you, but I am not interested".

Need to Retake an AICE Exam, or want to take an AICE Exam that you are not currently enrolled in? Go to the AICE Google Classroom and follow the procedure.



AICE EXAM RETAKE OR FIRST ENTRY (not enrolled in course)



To ensure students have every chance to excel in our Cambridge program, students may "RETAKE" AICE course exams from a previous June or Nov exam series, or take an exam for a course, in which they are not enrolled; this is called "FIRST ENTRY". Please review your Cambridge exam scores, and decide regarding this opportunity. Students will need to contact their prior teachers for review opportunities, and may check out textbook/resources from Media Center via Mrs. Hutto. Retaking an exam or taking an exam for an unenrolled course will be at the cost of the student (\$110 for non-Global and \$193 for Global Perspectives - cost per each course).

To allow time to request an exam from Cambridge, this signed letter must be submitted by Friday, January 20, 2023.

Return this completed & signed form by email, or drop off hard copy to front office.

Carolyn Hutto

EHS Cambridge Coordinator

CarolynHu@leeschools.net

Student name: _____ Student ID _____ Candidate # _____

Student Date of Birth _____ (MM/DD/YYYY)

Please clearly write the Syllabus title and level (AS or AL) for each exam you want to register for.

Example: Thinking Skills AS – if you are not enrolled in the course and it's your first time taking the exam enter under "FIRST ENTRY" section.

Exam RETAKE	Exam FIRST ENTRY (first time & not enrolled in course)

AICE EXAM RETAKE OR FIRST ENTRY (not enrolled in course) Form

**EXAM RETAKE or FIRST ENTRY
(not enrolled in course) FORM AND
FEE DUE to Mrs. Hutto by January
20, 2023.**

***Will not be entered unless
paperwork AND FEE has been
submitted by deadline.**

AICE Exam Day Information

What do I Need to do on Exam Day

You need to arrive to your testing site at least 10 minutes before the exam time. If you are in the gym, you should arrive 15 minutes early. Seating chart will be on the back wall of the gym. It can take a while to seat up to 160 students.

You must have a photo ID on your desk.

You must have a blue or black ballpoint pen. No gel because they can smear.

Only clear water bottles with no writing or labels.

Make sure you write legibly. Remember, someone halfway around the world is grading your paper and they don't know your handwriting.

Draw a single line through any writing that you don't want graded.

Check Emails Regularly

You must check your school email **daily** beginning April 20th. I will start sending out reminders. Check before that, at least once per week, as I will send out other updates.

Also, check the Cambridge Google Classroom periodically.

AICE Exam Scheduling

Cambridge says that you can take up to 6 hours of exams in one day, so if you have more than one exam in one day, you will be expected to take the exams. If you have two exams at the same time, you will be scheduled to take one exam, take a break under Full Centre Supervision before starting the next. Your break will include lunch, if necessary.

Full Centre Supervision - student will not have access to other students or any electronic device during exam conditions and Full Centre Supervision.

No Make-ups for missed exams. See Parent/Guardian letter for fees if exam is missed.

Exam Key Times

You must be under exam supervision during the Key Time for your exams.

Morning exams have a 9:00 Key Time and Afternoon exams have a 1:00 Key Time.

Exams are scheduled to end after their Key Time, therefore some exams will start at 7:30 and some may start at 7:45 or they may start at 11:30 or 11:15. It all depends on the length of the exam.

If you are late, and it is **before** the Key Time you may be allowed to sit for the exam, but your time will be greatly reduced.

Access Arrangements (Testing Accommodations)

Access Arrangements (Test Accommodations)

According to Cambridge regulations, students with disabilities have permission for an extra time allowance of **up to 50%** on AICE exams with an IEP or 504 Plan. Cambridge Assessment will only give permission for an extra time allowance of **more** than 50% in exceptional cases. The student must have a major impairment where there is strong justification that may include:

- Multiple disabilities
- Very severe disability or illness
- Is visually impaired and/or needs to use Braille papers (modified papers)**If modified papers are required, contact Mrs. Hutto by January 27, 2023.*
- Needs to dictate the words letter by letter, as well as all punctuations to a scribe

Please contact me if you have any concerns about this Cambridge Assessment policy, or would like to share additional information that may help you satisfy one of the “exceptional case” requirements.

Access Arrangements (Test Accommodations)

Mrs. Hutto will submit your Access Arrangements request based on the accommodations outlined in your IEP or 504 Plan currently on file. Mrs. Hutto will notify the parent/guardian and student in writing what Access Arrangements (Test Accommodations) have been approved by Cambridge International Assessment and if additional documentation is needed by Cambridge International.

Global Perspectives

Cambridge International AS Level Global Perspectives (9239/02 and 03)

Component 02: Essay

For each candidate you must submit an essay in one document containing only text.

You must include the word count at the beginning of the document.

If the report has a bibliography or list of references you must submit this as a **separate document** and upload it to the 'bibliography' in the 'component section'.

Component 03: Team Project

For each candidate you must submit:

- a video recording of the live presentation – check the recording plays correctly before submitting it.
- any multimedia materials used in the presentation, for example a PowerPoint presentation.
- a transcript of the presentation.
- a reflective paper.

Team presentations are not permitted. Each candidate's work must be submitted on its own and not as part of the team.

Document headings

Each document must be headed with:

- centre number.
- candidate name.
- candidate number.

Global Perspectives



Important information

When submitting an essay for the following components, you must use .docx format:

- Cambridge IGCSE Global Perspectives (0457/02).
- Cambridge O Level Global Perspectives (2069/02).
- Cambridge International AS & A Level Global Perspectives & Research (9239/02).
- Cambridge International Project Qualification (9980/01).

If the work has a bibliography or list of references you must submit this as a **separate document** and upload it to the 'bibliography' in the 'component section'.

Presentation	.ppt .pptx .pdf .gslides .pptm .odp .ink .potx .pub	2 GB
Video	.3g2 .3gp .avi .flv .m4v .mkv .mov .mp4 .mp4v .wmp .wmv .wlmp .mts .mov-1 .mp4-1 .xspf .mod	2 GB

Film in 720p or lower.
Anything over 300 mb or
300,000 kb takes too long
to upload.

Questions/Concerns

Please contact Mrs. Hutto
CarolynHu@Leeschools.net