2027 candidate record form

Entry Level Certificate Mathematics (5930)

Complete a Candidate Record Form (CRF) for every candidate. Attach the form to your candidate's work and keep it at the centre or send it to the moderator as required.

Centre number _____ Centre name _____

Candidate number _____ Candidate name _____

Notice to Candidates

1. The work you submit for assessment must be your own.
You must not plagiarise. This means you must not take someone else's words, thoughts, ideas or outputs and try to pass them off as your own.

2. You must clearly reference all your sources.
If you have used any material to create ideas for your work (like a book, journal or internet search) you must reference this, even if you haven't used exactly the same words or phrases in your own work. You must make clear which part, element or phrase you have used and say where it came from. If you receive help and guidance from someone other than your teacher, you must tell your teacher. They will then record the assistance given to you.

3. You must clearly acknowledge and reference any use of AI.
Sometimes you are allowed to use an AI tool to create your NEA. You must keep a copy of the original question(s) and any AI generated content you used, for example, a screenshot with a short explanation of how you used it. You must acknowledge the name of the AI tool used; the date the content was generated and the sources used by the AI tool in generating the content.
You need to hand this in with your final work so your teacher can check the AI content and how you used it.

4. You must keep your work confidential.
You can only share the work you submit for assessment with your teacher(s). You must not share it with anyone else, and you must not post it online.

5. The work you submit for assessment must be produced under the conditions set out in the specification.
Each qualification has a specific set of conditions. Your teacher will have explained the level of supervision and control necessary for this assessment.

AQA Education (AQA) is a registered charity (number 1073334) and a company limited by guarantee registered in England and Wales (number 3644723). Our registered address is AQA, Devas Street, Manchester M15 6EX.

If you break the rules, you could get zero marks, be disqualified from the unit or subject, or even from all exams. AQA will investigate and decide what happens.

If there is anything you don't understand, please speak to your teacher before you sign the form below.

Candidate Declaration

I have read and understood the Notice to Candidates above. I declare that the work submitted for this assessment:

1. is my own work
2. has clearly referenced all sources
3. has clearly acknowledged any use of AI
4. has been kept confidential
5. has been produced under the conditions set out in the specification.

I understand that if I make a false declaration this is a form of malpractice.

We may use examples of candidate's work for standardisation or training purposes. Please see our privacy notice for more information on how we use assessment data and on your rights under data privacy legislation.

If there is anything you don't understand, please speak to your teacher before you sign the form.

Candidate signature _____ Date _____

Notice to Teachers

You must keep a copy of the Candidate Declaration on file until the deadline for requesting a review of results has passed or until any appeal, malpractice or other results enquiry has been completed, whichever is later. This may be subject to inspection by a AQA and/or a JCQ Centre Inspector.

Before signing this declaration, please ensure you have read and understood the guidance produced by JCQ on authenticating candidates' work, marking candidates' work and internal standardisation. Please also ensure that you are familiar with the candidate's general standard of work.

Teacher Declaration

I confirm that:

- all reasonable steps were taken, including steps to mitigate the risk of AI misuse, to make sure the work submitted is solely that of the candidate concerned
- to the best of my knowledge, where sources have been used that they are referenced
- to the best of my knowledge where the candidate has used AI, it has been used and acknowledged appropriately
- any help given to the candidate has been recorded below
- to the best of my knowledge the work has been kept confidential (when with the candidate) and has been securely stored by the centre (when appropriate to the assessment)
- the candidate's work was conducted under the required conditions detailed in the specification

- the marking was carried out according to the mark scheme and AI was not used as the sole form of marking; I have reviewed the work in its entirety and determined the final mark
- internal standardisation was carried out to ensure all candidates have been assessed against the same standard.

I understand that a false declaration is a form of malpractice.

Details of assistance given

Teacher signature _____ Date _____

Summary of marks

To be completed by the teacher. Marks must be awarded in accordance with the instructions and criteria in the specification.

Component	**External assignments** minimum of four Mark max 30 per component	**Internally set classwork** maximum of four No. outcomes achieved max 15 per component	 Mark No. of outcomes x2
1 Properties of number			
2 The four operations			
3 Ratio			
4 Money			
5 The calendar & time			
6 Measures			
7 Geometry			
8 Statistics			
Total mark	**A**		**B**

Total mark for portfolio **A** + **B** (max 240)	

To see how we comply with the General Data Protection Regulation 2016 and Data Protection Act 2018 please see our Privacy Notice at aqa.org.uk/about-us/privacy-notice