

Results & Qualifications – Upload Guidance



As part of your enrolment to Gloucestershire College, we need to see evidence of your achieved result slip or certificates.

We require you to submit them on the enrolment portal, this can be either a photo or a scanned image of your results slip or certificate.

It is important the photo/scan you upload covers the entire document, below is some guidance on what to do and what not to do.



Take the photo/scan in colour.



We need to see the full results slip/certificate including the numbers that may be at the top or bottom.



If you are using an iPhone, make sure you **do not** take the photo in **Live Image Mode**.



Make sure the photo you have taken is clear before uploading.

| RESULTS SLIP | | EG |
|-------------------------|-----------|-------|
| 000000 SAMPLE SCHOOL | | |
| 000000 SAMPLE CANDIDATE | | |
| COURSE | | |
| Jun 000000 | Subject 1 | Grade |
| Jun 000000 | Subject 2 | Grade |
| Jun 000000 | Subject 3 | Grade |

| EG | | CERTIFICATE OF QUALIFICATION |
|------------|-------|------------------------------|
| Subject 1 | GRADE | |
| Subject 2 | GRADE | |
| Subject 3 | GRADE | |
| Subject 4 | GRADE | |
| Subject 5 | GRADE | |
| Subject 6 | GRADE | |
| Subject 7 | GRADE | |
| Subject 8 | GRADE | |
| Subject 9 | GRADE | |
| Subject 10 | GRADE | |
| Subject 11 | GRADE | |
| Subject 12 | GRADE | |

A. Head
HEADTEACHER

Phone – 0345 155 2020 (option 3)

Email – applications@gloscol.ac.uk