CIRCULAR

9th December 2024

Dear Parent,

SUBJECT : REGISTRATION FOR CAMBRIDGE/OXFORD AQA/ IGCSE AND AS/A LEVEL EXAMINATIONS – MAY/JUNE 2025

Greetings and good wishes from The Westminster School- Dubai!

This is to inform you that the registration for the Cambridge/ Oxford AQA/ IGCSE and AS/A Level Examinations-May/June 2025 will begin from Wednesday, 11th December 2024.

Please note the following procedures for registration:

- All IGCSE/ AS/ A level Examination registrations will be accepted only through the Parent Portal.
- Guidelines for the same are given on ***Page 3*** of this document.
- It is mandatory that all students register for IGCSE/AS/A level Examination June 2025 subjects on the Parent portal latest by 11.30 pm on Friday, 17th January 2025.
- Exam registration will be inactive after Saturday, 18th January 2025.
- After you receive an approval mail, the fees should be paid either online or at the fee counter before Monday, 3rd February 2025.
- Online payment will be closed by Tuesday, 4th February 2025.
- Any payments after 4th February 2025, will incur penalty charges as per the fee table given below on *Page 2.*
- Examination fee is neither refundable nor transferable.
- Kindly note that the school fee up to December 2024 should be paid before paying the examination fee for provisional registration.
- The remaining school fee for all the months up to June 2025 should be paid before the final registration in April.
- All fees are to be paid by cash or credit card only. We DO NOT accept cheque submissions.
- The Statement of Entry will be issued to the students in March/April 2025 only after the final registration is completed.
- Kindly find attached the fee details for IGCSE/AS/A/ Level Examination for May/ June 2025.

Thank you for your continuous support and understanding.

Kind regards,

Carl Roberts
Executive Principal / CEO

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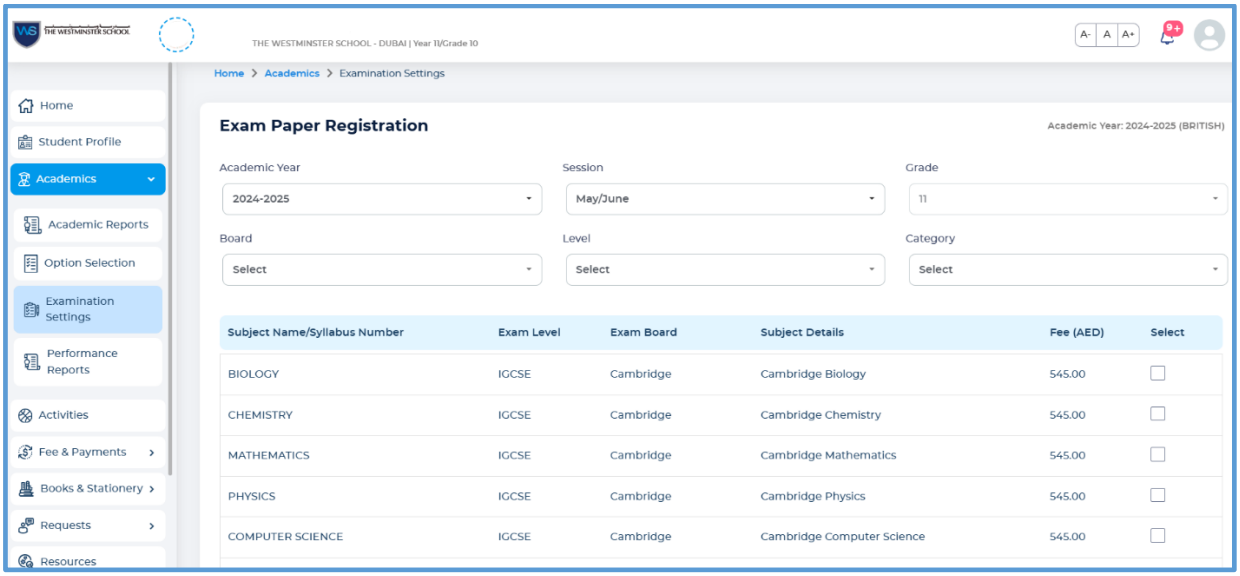
Cambridge, Oxford AQA IGCSE/AS/A Level Examination May/June 2025 - Fees list

Current Examination fees	Regular entries	Late entry fees per subject/module to be added to the Regular Fees	
		1st level penalty (4th Feb, 2025 – 20th Feb, 2025)	2nd level penalty (21st Feb, 2025 - 15th March 2025)
IGCSE fee per subject (Cambridge)	Dhs.545 /- per subject	Dhs.260/-	Dhs.650/-
GCE-AS/A2 Level fee per subject (Cambridge)	Dhs.650/- per subject	Dhs.260/-	Dhs.650/-
Cambridge IPQ	Dhs.825/- per subject	Dhs.260/-	Dhs.650/-
Pearson/ Edexcel IAL AS/ A level subjects (Mathematics/Chemistry)	Dhs.280/-per module	Dhs.280/-	Dhs.560/-
Pearson/ Edexcel IAL AS/ A level subjects (Accounting)	Dhs.590/-per module	Dhs.590/-	Dhs.1180/-
Pearson/ Edexcel IAL AS/ A level subjects (Economics)	Dhs.350/-per module	Dhs.350/-	Dhs.700/-
Pearson/ Edexcel GCSE French / Urdu / Psychology	Dhs.480/- per subject	Dhs.480/-	Dhs.960/-
Pearson/ Edexcel IGCSE Accounting/Economics	Dhs.485/- per subject	Dhs.485/-	Dhs.970/-
AS/A Level Business Studies / Geography (Oxford International AQA)	Dhs.300/- per module	Dhs.300/-	Dhs.600/-
GCSE Geography / English Literature (Oxford International AQA)	Dhs.455/- per subject	Dhs.455/-	Dhs.910/-
GCSE Combined Science (Oxford International AQA)	Dhs.600/- per subject	Dhs.600/-	Dhs.1200/-

STEPS FOR EXAM REGISTRATION ON PARENT PORTAL

1. Log in to www.gems.ae
2. Parent Portal –> Academics-> Examination settings
3. Read the Declaration Form and agree to the terms and conditions by clicking the Checkbox and CONTINUE
4. The screen shown below will appear - Select the appropriate Grade, Board and Level- the details of the subjects and the fees appear. To select the subjects, click the check box on the extreme right against the subject and click CONFIRM SELECTION.



5. Once the Examination Officer verifies and approves the subjects selected, an automated mail will be sent to the registered email ID of the parent.
6. Further to the approval mail, the payment option will be active for online / at the fee counter payment as per the timeline mentioned in the circular.