

Carry forward and portfolio of evidence

1. Introduction

We realise that many of you have questions about carry forward and portfolio of evidence.

You can find information in this document about:

- <u>1.1 Carrying forward non-exam assessments</u>. This includes information about carrying forward marks for coursework and speaking tests.
- <u>1.2 Carrying forward Cambridge International AS Level to A Level</u>. This is known as the 'staged route' to Cambridge International A Level. Here we explain our approach to carrying forward AS Level marks and grades for our different assessment approaches (exams and portfolio of evidence).

1.1 Carrying forward non-exam assessments

1.1.1 Can I carry forward marks or work from non-exam assessments to use in a portfolio of evidence?

★ It is not possible to carry forward any marks from non-exam assessments, such as coursework or speaking tests, to count towards a portfolio of evidence (e.g. coursework marks we awarded in a previous series).

* Work submitted as evidence for a portfolio of evidence in a previous series cannot be resubmitted.

 \checkmark You can submit candidates' non-exam assessment work for us to mark as part of their portfolio of evidence if we have not previously marked or moderated it, and it has not already been used as evidence to support a school-assessed grade.

Work prepared for a previous series must have been kept secure and the candidate must not have had any opportunity to change it. It must not have previously been submitted to Cambridge and must meet the current syllabus requirements.

You must make sure you follow the guidance for non-exam assessments (see section 3 of the *Cambridge Handbook*).

1.1.2 Can I carry forward portfolio of evidence marks to a future series?

It is not possible to carry forward any portfolio of evidence components to a future series. This includes the portfolio of evidence speaking endorsement for Cambridge IGCSE[™] English as a Second Language (0510/60 and 0993/60).

The only permitted exception to this carry-forward rule is carrying forward an AS Level portfolio of evidence as part of a staged route to Cambridge International A Level (see <u>section 1.2</u>).

1.2 Carrying forward Cambridge International AS Level to A Level

The sections below will help you to understand the carry-forward choices available for candidates taking some or all of their A Level following the portfolio of evidence route. Choose the relevant scenario below to find the information to help you.

Scenario 1

- My candidate's AS Level is from exams or portfolio of evidence.
- My candidate will follow the **exam** route at A2 to complete A Level.
- Proceed as follows:
 - o If the AS Level is from exams, refer to our usual requirements.
 - If the AS Level is from portfolio of evidence, refer to <u>Section 2 Completing A Level</u> (A2) on the exam route.
- If your centre is later moved to the portfolio of evidence route at A2 to complete A Level, refer to <u>Section 3 Completing A Level (A2) on the portfolio of evidence route</u>.

Scenario 2

- My candidate's AS Level is from exams or portfolio of evidence.
- My candidate will follow the **portfolio of evidence** route at A2 to complete A Level.
- Refer to Section 3 Completing A Level (A2) on the portfolio of evidence route.
- This advice applies regardless of when your candidates are moved to the portfolio of evidence route.
- This advice applies to candidates who are on the portfolio of evidence route for the first time and also to candidates who were on the portfolio of evidence route in a previous series.

You should always refer to the syllabus for any syllabus-specific carry-forward information, and to our <u>usual rules</u> about carrying forward, which apply to all syllabuses.

2 Completing A Level (A2) on the exam route

2.1 Introduction

This section applies to candidates whose AS Level is from **portfolio of evidence** and who are following the exam route at A2 to complete A Level. In this section you can find information about:

- 2.2 The entry option you should use
- 2.3 How we will carry forward the AS Level portfolio of evidence mark
- 2.4 How the portfolio of evidence AS Level result will appear on the component mark report.

If the candidate's AS Level is from exams, refer instead to our usual requirements.

2.2 The entry option you should use

To allow your candidates to carry forward their AS Level portfolio of evidence to complete their A Levels, you should choose the normal entry option which would apply if they had taken the AS Level exams. This applies whether you choose a series-specific entry option, such as a June carry-forward entry option, or a best of both entry option.

The entry option in the *Cambridge Guide to Making Entries* shows the entry option for the exam route. For example, for a June carry-forward entry option, it shows the June carry-forward component as 'June AS Mark (...) carried forward' and lists the exam components for the AS Level in the brackets, e.g. 11, 21. The portfolio of evidence component (usually component 50) is **not** explicitly listed in the brackets. You should choose this entry option as you usually would when you enter for exams; you do not need to do anything different.

There are no separate entry options in the *Cambridge Guide to Making Entries* to carry forward the AS Level portfolio of evidence mark.

Example

Ω

This extract is taken from the *Cambridge Guide to Making Entries* for administrative zone 5 and shows the available options and components for Cambridge International AS & A Level Computer Science (9618).

Component	Component title		Weighting	
code	Component ade	Duration	AS Level	A Level
13	Theory Fundamentals 13	1h30m	50%	25%
23	Fundamental Problem Solving & Programming Skills 23	2h	50%	25%
33	Advanced Theory 33	1h30m	-	25%
43	Practical 43	2h30m	-	25%
89	June AS Mark (13, 23) Carried Forward	-	-	50%
98	November AS Mark (12, 22) Carried Forward	-	-	50%

Option code	Candidates take components	Available to private candidates?
AZ	13, 23, 33, 43	Yes
BZ	33, 43 89	Yes
CU	33, 43, 98	Yes
FU	13, 23, 33, 43 <mark>, 89,</mark> 98	Yes
\$Z	13, 23 (AS Level)	Yes

- The green box in the first table highlights the carry-forward component for the June AS Level mark this is component 89. The portfolio of evidence component is **not** explicitly listed.
- The green boxes in the second table highlight the entry options that include component 89. These are BZ (the staged route entry option) and FU (the best of both entry option).

When we receive the entries for your candidates, we will locate the AS Level portfolio of evidence component mark to carry forward from the previous series, instead of AS Level exam marks (see <u>section 2.3</u>).

If you are entering candidates for Cambridge International A Level Mathematics (9709) or Further Mathematics (9231), you are advised to refer to the additional guidance for these syllabuses in <u>Appendix A</u>.

2.3 How we will carry forward the AS Level portfolio of evidence mark

We will transform each candidate's AS Level portfolio of evidence mark (out of 75 marks) into the equivalent mark on the mark scale for the AS Level exams. These are the AS Level exams listed in the candidate's A Level entry option. The example below shows the November series AS Level exams (which are being carried forward) that correspond to a candidate's A Level entry option in the current series.

Example

- A candidate with a portfolio of evidence AS Level from the previous November series is entered into option CX in the current series.
- Entry option CX contains component 97 called 'November AS Mark (11, 21) carried forward' to carry forward the AS Level mark from the previous November series.
- We will transform the candidate's AS Level portfolio of evidence mark into the equivalent mark on the mark scale for the previous November series AS Level. This consisted of exam papers 11 and 21.

The transformed mark will be in the same position relative to the AS Level exam grade thresholds from the previous series as the candidate's portfolio of evidence mark was relative to the AS Level portfolio of evidence grade thresholds in that series. This means that the candidate's transformed AS Level mark is worth the same as the original AS Level mark. An example is given in the box below.

Example

- A candidate achieved a grade *c* for their AS Level portfolio of evidence in the previous series.
- They achieved a mark exactly halfway between the *c* grade threshold and the *b* grade threshold.
- We will transform this portfolio of evidence mark into the mark which also lies exactly half-way between the *c* grade threshold and the *b* grade threshold on the AS Level <u>exam</u> mark scale, rounded to one decimal place.
- The transformed mark is therefore worth the same on the AS Level exam mark scale as the portfolio of evidence mark was worth on the AS Level portfolio of evidence mark scale.

For a candidate who achieved grade *a* for their AS Level portfolio of evidence, we will transform their portfolio of evidence mark based on its position relative to the *a* grade threshold, the *b* grade threshold, and the maximum mark.

For a candidate who was ungraded (grade U) for their AS Level portfolio of evidence, we will transform their portfolio of evidence mark based on its position relative to the e grade threshold and zero.

2.4 How the portfolio of evidence AS Level result will appear in the component mark report

For countries where we provide a component mark report (CMR), the CMR will indicate the carryforward component(s) relevant to the candidate's entry option, as usual. The mark shown against the carry-forward component for the portfolio of evidence AS Level will be the transformed AS Level mark (<u>section 2.3</u>). It will therefore not be the same raw mark (out of 75 marks) as the candidate achieved in the portfolio of evidence AS Level but has the equivalent value on the AS Level exam mark scale.

The grade shown for the AS Level component on the component mark report will be the same grade as the candidate achieved in their portfolio of evidence AS Level.

For Cambridge International AS & A Level Biology (9700), Chemistry (9701) and Physics (9702) there may be two possible sets of AS Level exam grade thresholds associated with each carry-forward A Level entry option from a given series. This is because there are two different versions of the Advanced Practical Skills paper (Paper 3) offered in some administrative zones. In this case, the candidate's portfolio of evidence mark will be transformed into a mark on the exam mark scale for the AS Level exam option (and hence AS Level carry-forward component) with the lower number. This is for clarity and does not affect the value of the candidate's transformed mark. An example is given below.

Example

- A candidate is entered for Cambridge International A Level Chemistry (9701) option BX. The components listed in the *Cambridge Guide to Making Entries* for this option are: 41, 51, 84, 87.
- Component 84 is 'June AS Mark (11, 21, 31) Carried Forward'. This corresponded to the June AS Level exam option S1.
- Component 87 is 'June AS Mark (11, 21, 32) Carried Forward'. This corresponded to the June AS Level exam option S2.
- We will transform the candidate's AS Level portfolio of evidence mark relative to the grade thresholds for the June series AS Level option S1.
- If you receive a Component Mark Report for this candidate, it will show the transformed mark against component 84 and no transformed mark against component 87.

3 Completing A Level (A2) on the portfolio of evidence route

3.1 Introduction

This section applies to candidates whose AS Level is from exams or portfolio of evidence and who are following the **portfolio of evidence** route at A2 to complete A Level. In this section you can find information about:

- 3.2 How staged assessment works when the A2 is a portfolio of evidence
 - 3.2.1 Overview
 - o 3.2.2 How we determine the AS Level credit to carry forward
 - o 3.2.3 Carry-forward statement
 - 3.2.4 Best of both routes to A Level
- 3.3 What entry details you need to provide
- 3.4 Content coverage requirements
- 3.5 Percentage Uniform Marks.

3.2 How staged assessment works when the A2 is a portfolio of evidence

3.2.1 Overview

Candidates who are entered for a staged route option in the exam route will be switched to the staged route option for portfolio of evidence. The portfolio of evidence staged route option (entry option P3) consists of two components for all subjects¹:

- Component 80 AS Level credit carried forward
- Component 60 A2 portfolio of evidence.

We will carry forward the candidate's AS Level credit as component 80 to combine with the A2 evidence you submit in the current series. By AS Level credit we mean marks achieved in Cambridge International AS Level exams or AS Level portfolio of evidence. Unlike in the exam route, there are not separate portfolio of evidence options for 'March carry-forward', 'June carry-forward' and 'November carry-forward'.

In portfolio of evidence, if we identify AS Level credit for a candidate from more than one previous series, we will carry forward the better of the two AS Level credits. We explain how we will do this below in <u>section 3.2.2</u>.

It is vital that you provide candidates' previous entry details correctly when you make the entries, to make sure each candidate's AS Level credit is identified and carried forward.

We have provided more information about portfolio of evidence entry options and the components they include in our 'Entry guide – moving to portfolio of evidence' available on our website: <u>www.cambridgeinternational.org/portofolio-of-evidence</u>

3.2.2 How we determine the AS Level credit to carry forward

We will identify the candidate's previous AS Level marks ('AS Level credit') by using the previous centre number and candidate number you provided when you made your exam entries. There is more information about this in <u>section 3.3</u>. It is vital that you provide these details correctly, to make sure the candidate's AS Level credit is carried forward.

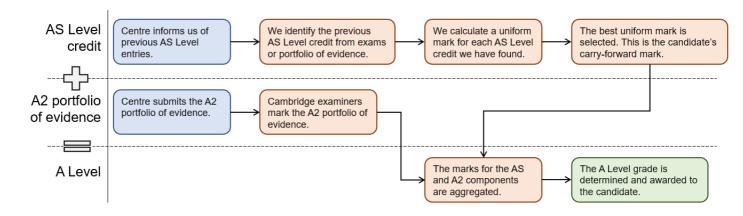
We will accept the types of AS Level credit below to carry forward from a previous series.

¹ The exceptions are 9709 Mathematics and 9231 Further Mathematics. These follow the same principles but have additional entry options available and different component codes to account for the different possible options (mechanics and statistics) available for these syllabuses.

	Exam marks	Portfolio of evidence marks
AS Level	\checkmark	\checkmark
A Level (linear)	~	✓ If the candidate's A Level portfolio of evidence consisted of two components (50 and 60), the candidate can carry forward the mark from component 50 as AS Level credit ² . For the specific requirements for Mathematics and Further Mathematics, see <u>Appendix A</u> .

We will convert each AS Level credit for a candidate into a **uniform mark**. This allows us to compare marks from different series and from different routes fairly. It takes into account the fact that grade thresholds are not always the same in each series and that the same exam mark may represent a higher grade in one series compared to another series.

If we identify AS Level credit for a candidate from more than one previous series, we will use the best uniform mark as the AS Level credit to carry forward to determine the candidate's A Level grade. The process is summarised below.



3.2.3 Carry-forward statement

Shortly after you receive your candidates' A Level results, you will receive a message on Direct allowing you to access their carry-forward statement. This is an additional results document for any candidates who have taken staged route A Levels with an A2 portfolio of evidence.

For each syllabus and candidate, the carry-forward statement shows the original marks for any valid AS Level credit we found in the previous 13 months and the uniform marks which we calculated. It also shows the best uniform mark if we found more than one valid AS Level credit. This is the uniform mark which we used to calculate the candidate's A Level grade.

More details about the information provided on the carry-forward statement are provided with the statement.

3.2.4 Best of both routes to A Level

3.2.4.1 Overview: We will move 'best of both' candidates to the staged route option for portfolio of evidence

We will move 'best of both' candidates to the staged route option for portfolio of evidence. There is **no** best of both A Level route when using the portfolio of evidence. A best of both route is where

² See footnote on page 6.

candidates take all their A Level exams in the current series *and* have AS Level credit from previous series. The best AS Level credit from the current or previous series is used to determine the A Level grade.

There are two entry options for A Level portfolio of evidence³. These are summarised in the table below.

Entry option	Components		
Linear (P2)	Component 50 –	Component 60 –	
	AS Level portfolio of evidence	A2 portfolio of evidence	
Staged (P3)	Component 80 –	Component 60 –	
	AS Level credit carried forward	A2 portfolio of evidence	

Candidates whose original exam entry was for a best of both option will be moved to the **staged route option (P3)** for portfolio of evidence.

We have provided more information about portfolio of evidence entry options and the components they include in our 'Entry guide – moving to portfolio of evidence' available on our website: <u>www.cambridgeinternational.org/portfolio-of-evidence</u>

9 3.2.4.2 Important information about moving to the staged route option for Cambridge International AS & A Level Mathematics (9709) and Further Mathematics (9231)

There may be more than one possible staged route entry option which is suitable for your candidate(s) entered for a best of both entry option for Cambridge International AS & A Level Mathematics (9709) and Further Mathematics (9231). We will move candidates to the staged route entry option carrying forward AS Level Probability & Statistics 1 unless you tell us otherwise. Please read the information below – **you may need to tell us to change the entry option for portfolio of evidence for your candidates**.

You are advised to refer to <u>Appendix B</u> which shows the different exam entry options and how these translate to the portfolio of evidence route.

If you need to tell us to change the staged route entry option for portfolio of evidence for your candidate(s), follow the steps below.

- 1. Email <u>info@cambridgeinternational.org</u> to tell us which candidate(s) you would like to move to the staged option which carries forward AS Level Mechanics. We will make the amendment(s) for you. You will not be charged very late entry fees.
- 2. Submit the appropriate evidence to us for the A2 portfolio of evidence.

You are responsible for checking that all your candidate(s) are moved to an appropriate staged route entry option for portfolio of evidence. This means checking your candidates have the correct AS Level credit from a previous series. **If your candidate(s) do not have the correct AS Level credit, we may not be able to award them an A Level result.**

3.2.4.3 Requesting an amendment to a linear option for portfolio of evidence (all syllabuses)

If you want your best of both candidates to be moved to the linear, rather than staged, entry option you must complete the steps below. If the candidate is moved to the linear entry option (P2) you must submit six pieces of evidence to us (three for AS Level and three for A2). These steps apply to all syllabuses including Cambridge International AS & A Level Mathematics (9709) and Further Mathematics (9231).

It is **not** possible to amend the A Level portfolio of evidence entry option from staged to linear (P3 to P2) or from linear to staged (P2 to P3) after the release of results.

³ See footnote on page 6.

To move a best of both candidate to the linear option:

Before the late entries deadline:

- 1. Amend the entry on Direct. You can do this yourself until the late entries deadline.
- 2. Email <u>info@cambridgeinternational.org</u> to tell us you have amended one or more entry options and include the name(s) and candidate number(s) of the affected candidate(s).
- 3. We will then make sure the late fees for the entry amendment(s) you have made are credited back to your account.
- 4. Submit six pieces of evidence to us for these candidate(s) (three for AS Level and three for A2).

After the late entries deadline:

- 1. Email <u>info@cambridgeinternational.org</u> to tell us which candidate(s) you would like to move to the linear entry option. We will make the amendment(s) for you. You will not be charged very late entry fees.
- 2. Submit six pieces of evidence to us for these candidate(s) (three for AS Level and three for A2).

3.3 What entry details you need to provide

As usual, when you make your exam entries, you must provide us with the most recent previous entry details (centre number and candidate number) for your candidates so that we can locate their AS Level credit. This includes AS Level credit from exams or portfolio of evidence.

If a candidate is completing an A Level at your centre and previously took their AS Level at a different centre, you must provide the most recent previous centre number and candidate number as part of their exam entry.

If you realise that a candidate's previous entry details have not been included with their exam entry or are incorrect, you must update them as soon as possible on Direct or using your usual method of communication for making entries.

It is **vital** that you provide these details correctly, to make sure the candidate's AS Level credit is carried forward.

3.4 Content coverage requirements

You will find details of the evidence you need to provide for the A2 portfolio of evidence in the document *Collecting a Portfolio of Evidence* and this is available on our website. The evidence you submit for the A2 portfolio of evidence must be compatible with the content, skills and assessment objectives usually assessed using the A2 exams. The candidate's AS Level which they carry forward will provide evidence of coverage of the content, skills and assessment objectives assessed at AS Level. This is a requirement for all subjects.

Candidates taking 9709 Mathematics or 9231 Further Mathematics must be particularly careful to make sure they meet the evidence requirements for their A2 portfolio of evidence compatible with their entry option. This is because their entry option is specific to the different routes (mechanics and statistics) available for these syllabuses.

3.5 Percentage Uniform Marks

In countries where we provide a Percentage Uniform Mark (PUM), candidates who follow the portfolio of evidence route will receive a PUM as usual.

Appendix A

Entry options for Cambridge International A Level Mathematics (9709) and Further Mathematics (9231)

This information applies to candidates taking Mathematics (9709) or Further Mathematics (9231) whose AS Level is from portfolio of evidence and who are following the **exam** route at A2 to complete A Level.

Candidates must enter the correct A Level option to make sure that they have covered a valid combination of pure and applied topics to achieve an A Level. This choice is determined by the AS Level portfolio of evidence they took in the previous series. These entry options are shown in the tables below.

The entry options are given in the *Cambridge Guide to Making Entries* which you use to make your entries on Direct. In the tables the sign ~ represents the letter, e.g. X, which you will see in the *Cambridge Guide to Making Entries*, dependent on your administrative zone.

Previous series portfolio of evidence entry option (AS component)	Previous series description of AS Level evidence	A Level exam entry option	Description of exam papers
P2 (58)	 Pure Mathematics (Paper 1) Mechanics (Paper 4) 	D~ H~ L~	 Pure Mathematics 3 (Paper 3) Probability & Statistics 1 (Paper 5) Pure Mathematics 1 (Paper 1)
			 Pure Mathematics 3 (Paper 3) Mechanics (Paper 4) Probability & Statistics 1 (Paper 5)
P3 (59)	Pure Mathematics (Paper 1)Probability & Statistics 1 (Paper 5)	E~ I~	Pure Mathematics 3 (Paper 3)Mechanics (Paper 4)
		G~ K~	 Pure Mathematics 3 (Paper 3) Probability & Statistics 2 (Paper 6)
P4 (59)		L~	 Pure Mathematics 1 (Paper 1) Pure Mathematics 3 (Paper 3) Mechanics (Paper 4) Probability & Statistics 1 (Paper 5)
P5 (59)		N~	 Pure Mathematics 1 (Paper 1) Pure Mathematics 3 (Paper 3) Probability & Statistics 1 (Paper 5) Probability & Statistics 2 (Paper 6)

Previous series portfolio of evidence entry option (AS component)	Previous series description of AS Level evidence	A Level exam entry option	Description of exam papers
P1 (50)	 Further Pure Mathematics 1 (Paper 1) Further Mechanics (Paper 3) 	B~ D~ F~ G~ H~	 Further Pure Mathematics 2 (Paper 2) Further Probability & Statistics 1 (Paper 4) Further Pure Mathematics 1 (Paper 1) Further Pure Mathematics 2 (Paper 2) Further Mechanics (Paper 3) Further Probability & Statistics 1 (Paper 4)
P2 (51) P3 (51)	 Further Pure Mathematics 1 (Paper 1) Further Probability & Statistics 1 (Paper 4) 	C~ E~ F~ G~ H~	 Further Pure Mathematics 2 (Paper 2) Further Mechanics (Paper 3) Further Pure Mathematics 1 (Paper 1) Further Pure Mathematics 2 (Paper 2) Further Mechanics (Paper 3) Further Probability & Statistics 1 (Paper 4)

Appendix B

Advice to centres switched to portfolio of evidence with candidates entered for best of both options for Cambridge International A Level Mathematics (9709) and Further Mathematics (9231)

This information applies to candidates taking Mathematics (9709) or Further Mathematics (9231) whose A Level entry was for a best of both option and who are switched to the **portfolio of evidence** route at A2 to complete A Level.

The tables show the original exam best of both entry option for Cambridge International AS & A Level Mathematics and Further Mathematics syllabuses, and the equivalent portfolio of evidence staged route entry option. It also shows the evidence requirements for each portfolio of evidence route and any actions you must take. There is **no** best of both entry option for portfolio of evidence.

The best of both entry options listed in the tables are those which you used to make your original exam route entries on Direct. In the tables the sign ~ represents the letter, e.g. X, which you see in the *Cambridge Guide to Making Entries*, dependent on your administrative zone.

Best of both exam entry option	Expected exam components	Portfolio of evidence staged route	Evidence requirements	Actions
L~	 Pure Mathematics 1 Pure Mathematics 3 Mechanics Probability & Statistics 1 	P6 P7	 Prior AS Level credit covers: Pure Mathematics 1 Mechanics A2 portfolio of evidence must cover: Pure Mathematics 3 Probability & Statistics 1 Prior AS Level credit 	You must tell us to move your candidate(s) to this staged option. We will move your best
			 Prior AS Level credit covers: Pure Mathematics 1 Probability & Statistics 1 A2 portfolio of evidence must cover: Pure Mathematics 3 Mechanics 	of both candidate(s) to this staged portfolio of evidence option unless you tell us otherwise.
N~	 Pure Mathematics 1 Pure Mathematics 3 Probability & Statistics 1 Probability & Statistics 2 	P8	 Prior AS Level credit covers: Pure Mathematics 1 Probability & Statistics 1 	We will move your best of both candidate(s) to this staged portfolio of evidence option unless you tell us otherwise.
			 A2 portfolio of evidence must cover: Pure Mathematics 3 Probability & Statistics 2 	

Best of both exam entry option	Expected exam components	Portfolio of evidence staged route	Evidence requirements	Actions
F~, G~, H~	 Further Pure Mathematics 1 Further Pure Mathematics 2 Further Mechanics Further Probability & Statistics 	P4	 Prior AS Level credit covers: Further Pure Mathematics 1 Further Mechanics A2 portfolio of evidence must cover: Further Pure Mathematics 2 Further Probability & Statistics 	You must tell us to move your candidate(s) to this staged route.
		P5	 Prior AS Level credit covers: Further Pure Mathematics 1 Further Probability & Statistics A2 portfolio of evidence must cover: Further Pure Mathematics 2 Further Mechanics 	We will move your best of both candidate(s) to this staged portfolio of evidence option unless you tell us otherwise.