

## Guide to submitting candidates' details for Covid-19 exemptions

This guide is for exams officers, Heads of Centre and Cambridge Associates to use when confirming which candidate(s) to exempt from which component(s) in the June 2021 series.

You must have made final entries in the June 2021 series, and have approved component exemptions (also known as Covid-19 exemptions), to be able to submit these details in Cambridge International Direct.

To support you, we have produced step-by-step guidance on how to add your candidates' details on Direct. For more information about component exemptions, see our website: [www.cambridgeinternational.org/june-2021-exemptions](http://www.cambridgeinternational.org/june-2021-exemptions)

### Contact

If you need help or have questions, contact our Customer Services team: +44 1223 553554 or email [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org)



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### Important dates

We must receive details of which candidates you would like to exempt from which components by **30 April 2021**. You can submit these details from 19 April 2021 via Direct: [www.cambridgeinternational.org/direct](http://www.cambridgeinternational.org/direct)



## How to submit component exemptions

### Accessing the Covid-19 exemption area in Direct

**Step 1** Log in to Direct: [www.cambridgeinternational.org/direct](http://www.cambridgeinternational.org/direct)

**Step 2** Select the 'Covid-19 Exemptions' tab. You will only see this tab if you have June 2021 entries and one or more approved Covid-19 exemptions. If we have approved your exemption request(s) and you cannot see the 'Covid-19 Exemptions' tab, please contact us: [covidexemptions@cambridgeinternational.org](mailto:covidexemptions@cambridgeinternational.org)

The screenshot shows the CIE Direct dashboard. At the top, there is a navigation bar with tabs: Home, Bulletins, My Messages - 51, Administer Exams, Covid-19 Exemptions (highlighted with a red box), Support Materials, and Ask CIE. Below the navigation bar, there is a 'Welcome to CIE Direct' section with various links and information. The 'Covid-19 Exemptions' tab is the focus of this step.

### Selecting your component exemptions

**Step 1** Choose one of the syllabuses by clicking on 'Select Candidate'. (If you cannot see one or more qualifications or syllabuses for which you submitted a component exemption request before 17 April, wait 48 hours and then check again.) If you still cannot see the qualification or syllabus you are expecting, please contact us: [covidexemptions@cambridgeinternational.org](mailto:covidexemptions@cambridgeinternational.org)

The screenshot shows the 'Covid-19 Exemptions' section of the CIE Direct dashboard. The 'Syllabuses' tab is selected, and a list of syllabuses is displayed. The 'Select Candidate' button for each syllabus is highlighted with a red box. The list includes:

Code	Syllabus name	Select Candidate
9389	History	Select Candidate
9482	Drama	Select Candidate
9608	Computer Science	Select Candidate
9609	Business	Select Candidate
9618	Computer Science	Select Candidate
9709	Mathematics	Select Candidate

Choose the 'Syllabuses' tab then select the qualification for which you would like to submit component exemptions, for example IGCSE or GCE AS & A Level. You will see a list of syllabuses for which you have approved Covid-19 exemptions.



### Important information

If you do not have one or more approved component exemptions for a particular syllabus, you will see the message in the image below. If you have submitted a request for a component exemption and you still see this message, contact: [covidexemptions@cambridgeinternational.org](mailto:covidexemptions@cambridgeinternational.org)

The screenshot shows the CIE Direct interface. At the top, it says 'CIE Direct The online tool for Cambridge Exams Officers' and 'Cambridge Assessment International Education'. There is a navigation bar with 'Home', 'Bulletins', 'My Messages - 51', 'Administer Exams', 'Covid-19 Exemptions', 'Support Materials', and 'Ask CIE'. Below this, there are tabs for 'Syllabuses', 'Check Exemptions', and 'Submit Exemptions'. The selected syllabus is 'GCE AS & A Level' with sub-tabs for 'GCE O Level', 'IGCSE', and 'IGCSE (9-1)'. The main heading is 'Select Candidate's Component for Exemption:'. Below this, it shows '9482 : Drama'. A yellow message box contains the text: 'There are no approved Covid-19 exemption requests for this qualification and syllabus. If you have submitted a request for an exemption please contact [covidexemptions@cambridgeinternational.org](mailto:covidexemptions@cambridgeinternational.org) to check the status of your request.'

**Step 2** Underneath the syllabus name, candidate details are filtered by entry option. This screen does not automatically display all the candidates you have entered for a syllabus; it shows the first entry option. You can click between entry options to see the candidates you have entered for each one.

The screenshot shows the CIE Direct interface for syllabus '9607 : Media Studies'. It has the same navigation and tabs as the previous screenshot. Below the syllabus name, there is a filter: 'Filter: Option AY | Option BY | Option CY | Option SY |'. Below the filter, there is a table with columns: 'Number', 'Name', '01', '03', and 'Status'. The table has one row with 'XXXX' in the 'Number' column and 'CANDIDATE NAME' in the 'Name' column. There are checkboxes in the '01' and '03' columns. Below the table, there is a button that says 'Save Exemption For Review'.



### Important information

Within each entry option you can sort your candidates by candidate name/candidate number in ascending or descending order. To do this, click on 'Number' or 'Name'.



**Step 3** For each entry option, choose which candidates you would like to exempt from which component(s) by ticking the box under the relevant component number(s).

The screenshot shows the CIEDirect interface for selecting candidates for exemption. The page title is "Select Candidate's Component for Exemption:" for syllabus "9609 : Business". A filter is set to "Option AY". A table lists candidates with checkboxes for components 12 and 22. The first candidate has component 12 selected, and the second has component 22 selected. A "Save Exemption For Review" button is visible at the bottom.

Number	Name	12	22	Status
XXXX	CANDIDATE NAME	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
XXXX	CANDIDATE NAME	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



### Important information

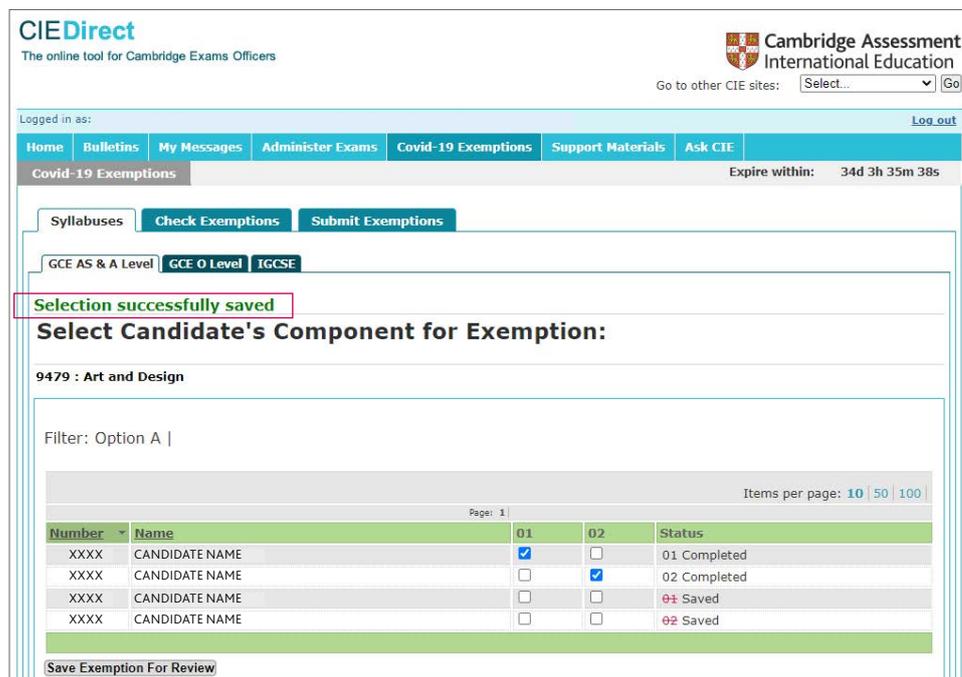
Only components that are eligible for an exemption will be displayed, i.e. not all components in a syllabus. If you select a combination of components that is not allowed, you will see a red error message when you click on the 'Save Exemption For Review' button (see image below). The components that can be exempted for each syllabus are listed on our website: [www.cambridgeinternational.org/june-2021-exemptions](http://www.cambridgeinternational.org/june-2021-exemptions)

The screenshot shows the same CIEDirect interface as above, but with a red error message: "The selected components are not a valid combination for Covid-19 exemptions". The table below shows that both component 12 and component 22 are selected for both candidates, which is the invalid combination. The "Save Exemption For Review" button is still present.

Number	Name	12	22	Status
XXXX	CANDIDATE NAME	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
XXXX	CANDIDATE NAME	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	



**Step 4** After you have selected which components you would like your candidates to be exempt from, click the 'Save Exemption For Review' button at the bottom of the screen. Your exemptions are saved and you will see a green success message displayed below the qualifications tabs.



The screenshot shows the CIEDirect interface. At the top, it says "CIEDirect The online tool for Cambridge Exams Officers" and "Cambridge Assessment International Education". There is a navigation menu with "Home", "Bulletins", "My Messages", "Administer Exams", "Covid-19 Exemptions", "Support Materials", and "Ask CIE". The "Covid-19 Exemptions" tab is active, and a timer shows "Expire within: 34d 3h 35m 38s". Below the navigation, there are buttons for "Syllabuses", "Check Exemptions", and "Submit Exemptions". The "Check Exemptions" button is highlighted. Underneath, there are tabs for "GCE AS & A Level", "GCE O Level", and "IGCSE". A green message box says "Selection successfully saved". Below this, the heading is "Select Candidate's Component for Exemption:" and it shows "9479 : Art and Design". There is a filter "Option A |" and a table with columns "Number", "Name", "01", "02", and "Status". The table has four rows of candidate data. The first two rows have "01" and "02" checked, with status "01 Completed" and "02 Completed". The last two rows have "01" and "02" unchecked, with status "Saved" (indicated by a red 'S' icon). At the bottom, there is a "Save Exemption For Review" button.

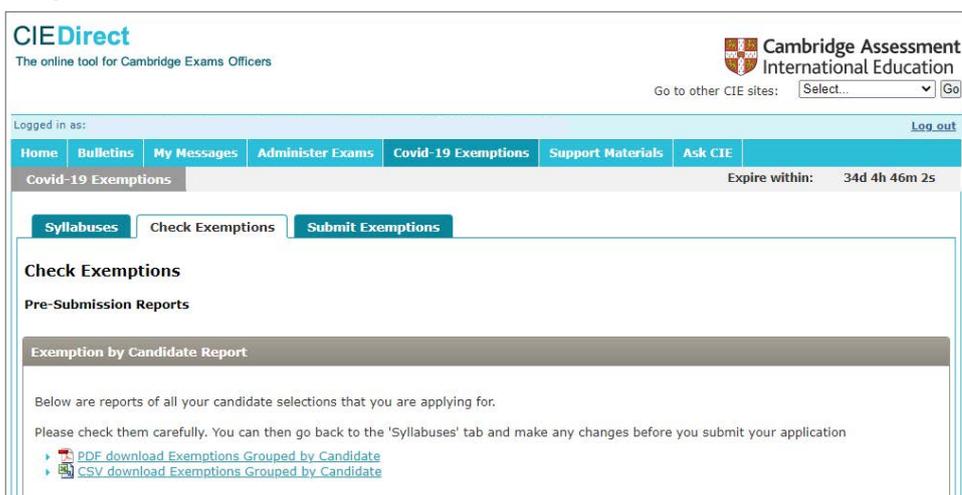
**Step 5** Repeat steps 1–4 above for any other entry options.

## Checking your component exemptions

When you have saved your exemptions, you can check them by downloading a PDF or CSV file. These reports show all the exemptions you have saved for your candidates. Check them carefully to make sure they are correct.

**Step 1** Select the 'Check Exemptions' tab.

**Step 2** Download the 'Exemption by Candidate Report' (as a PDF or CSV file) to see all of your candidates' exemptions.



The screenshot shows the CIEDirect interface. At the top, it says "CIEDirect The online tool for Cambridge Exams Officers" and "Cambridge Assessment International Education". There is a navigation menu with "Home", "Bulletins", "My Messages", "Administer Exams", "Covid-19 Exemptions", "Support Materials", and "Ask CIE". The "Covid-19 Exemptions" tab is active, and a timer shows "Expire within: 34d 4h 46m 25s". Below the navigation, there are buttons for "Syllabuses", "Check Exemptions", and "Submit Exemptions". The "Check Exemptions" button is highlighted. Underneath, there is a heading "Check Exemptions" and a sub-heading "Pre-Submission Reports". Below this, there is a section titled "Exemption by Candidate Report" with a grey background. Below the heading, there is text: "Below are reports of all your candidate selections that you are applying for. Please check them carefully. You can then go back to the 'Syllabuses' tab and make any changes before you submit your application". There are two download links: "PDF download Exemptions Grouped by Candidate" and "CSV download Exemptions Grouped by Candidate".

**Step 3** Check your candidate report carefully to make sure it is correct. At this stage, your exemptions have not been submitted to us so the status column on the reports will say 'Saved'. If a component is crossed out, it means that you have withdrawn an exemption.

**Step 4** To make any changes to the information you have provided, go back to the 'Syllabuses' tab to make and save the changes before you submit them to us.



## Submitting your component exemptions

After you have checked your component exemptions to make sure they are correct, you must submit them to us.

**Step 1** Choose the 'Submit Exemptions' tab.

**Step 2** When you are ready, click 'Submit Exemptions to CIE'.

The screenshot shows the CIEDirect website interface. At the top, there is a navigation bar with tabs: Home, Bulletins, My Messages, Administer Exams, Covid-19 Exemptions (selected), Support Materials, and Ask CIE. Below the navigation bar, there is a section titled 'Covid-19 Exemptions' with a sub-tab 'Submit Exemptions' selected. The main content area is titled 'Submitting your Exemptions to CIE'. It contains a message: 'Once submitted, it can take up to 48 hours to process your exemptions.' Below this, there is a section for 'Exemptions Confirmation' and another for 'Amendments'. A yellow callout box asks 'Ready to submit? Have you checked that all your candidate exemption details are correct?' with a 'Submit Exemption to CIE' button.

**Step 3** This message will appear on the screen: 'I have read and understood the Covid-19 exemptions regulations (a supplement to the 2021 Cambridge Handbook) and by submitting these exemptions I confirm I am, or am acting on behalf of, the Head of Centre.' Tick the box if this statement is correct.

**Step 4** Click 'OK' to submit your exemptions. If you cannot click 'OK', check you have ticked the declaration message. Click 'Cancel' if you are not yet ready to submit your exemptions.

The screenshot shows a dialog box titled 'Submit Candidate Exemptions for the June 2021 series'. It contains a table with the following data:

Qualification	Number of Syllabus	Number of candidates with exemptions
GCE AS & A Level	1	2

Below the table, there is a message: 'It is easier to correct mistakes at this stage: - Have you checked all your exemptions to make sure they are correct? - Are you sure you want to submit them? If you need to make changes, click "Cancel" to go to the "Syllabuses" or "Check Exemptions" screens.' At the bottom, there is a checkbox with the text: 'I have read and understood the Covid-19 exemptions regulations (a supplement to the 2021 Cambridge Handbook) and by submitting these exemptions I confirm I am, or am acting on behalf of, the Head of Centre.' and a 'Cancel' button.

## Viewing your submitted component exemptions

We will review the details you have submitted to us. It can take up to 48 hours for us to process your component exemptions. While you wait for our response, your exemptions will have the status 'In progress'. When we confirm your candidates' exemption information has been processed, the status of your exemptions will change to 'Completed'.

If you work through a Cambridge Associate, they will approve or reject your candidates' exemptions before submitting them to us. The status of your exemptions will change from 'Awaiting approval' to 'Completed' once approved and processed by us.

## A Guidance for Cambridge Associates: how to approve or reject component exemptions

If you are a Cambridge Associate and any of your Associate Centres have approved component exemptions for candidates in the June 2021 series, you will need to review and approve their candidates' exemption details before submitting them to us.

To support you, we have produced step-by-step guidance on how to review and approve or reject your Associate Centres' exemptions on Direct. For more information about component exemptions, see our website:

[www.cambridgeinternational.org/june-2021-exemptions](http://www.cambridgeinternational.org/june-2021-exemptions)

### Accessing the Covid-19 exemption area

**Step 1** Log in to Direct: [www.cambridgeinternational.org/direct](http://www.cambridgeinternational.org/direct)

**Step 2** Select the 'Covid-19 Exemptions' tab.

**CIEDirect**  
The online tool for Cambridge Exams Officers

Cambridge Assessment International Education

Go to other CIE sites:

Logged in as:

Home | Bulletins | My Messages - 51 | Administer Exams | **Covid-19 Exemptions** | Support Materials | Ask CIE

You have **51 new secure messages**

**Welcome to CIE Direct**  
The online tool for Cambridge Exams Officers

**Latest bulletins**   
 ▶ [Your invoices from Cambridge International](#) (09 Mar 2021)

**Administer exams**   
**Download and upload files**  
 Exchange files securely with CIE using [File Exchange](#).  
**View entries and results**  
[View your entries and results](#) by qualification or by Candidate.  
**Manage the Candidate results website**  
 Set up and administer access to your [Candidate results website](#).

**New features**

- ▶ submit your entries online
- ▶ keep an eye on upcoming dates and deadlines via the 'Dashboard'
- ▶ download reports so your candidates can check their entry details
- ▶ create timetables based on your Centre's eligibility and entries
- ▶ produce timetable clash reports.
- ▶ submit your internally assessed marks online
- ▶ submit your forecast grades online

Last login: Friday, 26 March 2021 - 09:40 AM GMT

**Ask CIE**  
How can we help you?

**CIE Direct Support**

- [CIE Direct factsheet](#)
- [CIE Direct User Guide](#)

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**Step 3** Select the 'Manage Sub-Centre Exemptions' tab. This will display all exemptions that you need to review and either approve or reject, as well as any exemptions you have already approved or rejected. You can view and sort these using the 'Awaiting approval', 'Approved' and 'Rejected' filter options.

**CIEDirect**  
The online tool for Cambridge Exams Officers

Cambridge Assessment International Education

Go to other CIE sites:

Logged in as:

Home | Bulletins | My Messages - 1,436 | Administer Exams | Covid-19 Exemptions | Support Materials | Sub-Centres | Ask CIE

**Covid-19 Exemptions** Expire within: 34d 4h 11m 14s

Syllabuses | Check Exemptions | Submit Exemptions | **Manage Sub-Centre Exemptions**

Filter: **Awaiting approval** | [Approved](#) | [Rejected](#) |

Centre:

<input type="checkbox"/>	Centre Number	Syllabuses	Option Code	Component Code	View Candidates
<input type="checkbox"/>	XXXX	0417 - Information and Communication Technology	DY	22	<a href="#">1 - Candidates</a>
<input type="checkbox"/>	XXXX	5070 - Chemistry	BY	42	<a href="#">3 - Candidates</a>
<input type="checkbox"/>	XXXX	9701 - Chemistry	S4	34	<a href="#">2 - Candidates</a>

For selected:

## Approving or rejecting exemptions

**Step 1** Click 'Awaiting approval' to see a list of your Associate Centres' exemptions that you need to review.

The screenshot shows the CIE Direct interface. At the top, it says 'CIEDirect The online tool for Cambridge Exams Officers' and 'Cambridge Assessment International Education'. There is a navigation menu with 'Covid-19 Exemptions' selected. Below the menu, there are tabs for 'Syllabuses', 'Check Exemptions', 'Submit Exemptions', and 'Manage Sub-Centre Exemptions'. The 'Check Exemptions' tab is active. The filter is set to 'Awaiting approval'. The table below shows three exemptions:

<input type="checkbox"/>	Centre Number	Syllabuses	Option Code	Component Code	View Candidates
<input type="checkbox"/>	XXXX	0417 - Information and Communication Technology	DY	22	<a href="#">1 - Candidates</a>
<input type="checkbox"/>	XXXX	5070 - Chemistry	BY	42	<a href="#">3 - Candidates</a>
<input type="checkbox"/>	XXXX	9701 - Chemistry	S4	34	<a href="#">2 - Candidates</a>

At the bottom, there are buttons for 'Approve & Submit to Cambridge' and 'Reject & Return to Centre'.

**Step 2** To see all the candidates that your Associate Centre is requesting exemptions for, click 'View Candidates'. You will see a list of candidates with submitted exemptions and the relevant syllabus, entry option and component details.

The screenshot shows the 'View Candidates' page. It displays the following details:

- Centre Number: XXXX
- Syllabuses: 5070 - Chemistry
- Option Code: BY
- Component Code: 42

Candidate Number	Candidate Name	Date of Birth
XXXX	CANDIDATE NAME	XXXXXXXX
XXXX	CANDIDATE NAME	XXXXXXXX
XXXX	CANDIDATE NAME	XXXXXXXX

After you have checked all your Associate Centres' exemptions to make sure they are correct, you must submit them to us, or reject and return them to your Associate Centre. You can approve or reject one Associate Centre at a time, or approve them all at once by using the tick boxes to the left of the 'Centre Number' column.

**Step 3** To approve exemptions click 'Approve & Submit to Cambridge'. To reject exemptions click 'Reject & Return to Centre'.

The screenshot shows the CIE Direct interface with the 'Approve & Submit to Cambridge' button highlighted in a red box. The filter is still 'Awaiting approval'. The table below shows the same three exemptions, but now with tick boxes checked in the 'Centre Number' column:

<input checked="" type="checkbox"/>	Centre Number	Syllabuses	Option Code	Component Code	View Candidates
<input checked="" type="checkbox"/>	XXXX	0417 - Information and Communication Technology	DY	22	<a href="#">1 - Candidates</a>
<input checked="" type="checkbox"/>	XXXX	5070 - Chemistry	BY	42	<a href="#">3 - Candidates</a>
<input checked="" type="checkbox"/>	XXXX	9701 - Chemistry	S4	34	<a href="#">2 - Candidates</a>

The 'Approve & Submit to Cambridge' button is now highlighted in a red box.



**Step 4** This message will appear on the screen: 'I have read and understood the Covid-19 exemptions regulations (a supplement to the 2021 Cambridge Handbook) and by submitting these exemptions I confirm I am acting on behalf of my Associate Centre.' Tick the box if this statement is correct.

**Step 5** Click 'OK' to submit your exemptions. If you cannot click 'OK', check you have ticked the declaration message. Click 'Cancel' if you are not ready to submit your exemptions.

**Submit Candidate Exemption For June 2021 Series**

I have read and understood the Covid-19 exemptions regulations (a supplement to the 2021 Cambridge Handbook) and by submitting these exemptions I confirm I am acting on behalf of my Associate Centre.

[OK](#) [Cancel](#)

## How to withdraw or amend component exemptions you have already submitted

**Step 1** Choose the 'Syllabuses' tab.

**Step 2** Select the qualification for which you would like to **amend** or **withdraw** an exemption.

**Step 3** You will see a list of syllabuses for which you have approved component exemptions, including any you have already submitted to us. Choose one of the syllabuses by clicking on 'Select Candidate'.

**CIEDirect**  
The online tool for Cambridge Exams Officers

Cambridge Assessment International Education

Go to other CIE sites:

Logged in as: [Log out](#)

Home | Bulletins | My Messages | Administer Exams | **Covid-19 Exemptions** | Support Materials | Ask CIE

**Covid-19 Exemptions** | Expire within: 34d 5h 26m 44s

Syllabuses | Check Exemptions | Submit Exemptions

GCE AS & A Level | **GCE O Level** | IGCSE

**Syllabuses: 11**  
Click on a syllabus to add candidate exemptions.

Page: 1 | 2 | Items per page: 10 | 50 | 100

Code	Syllabus name	
9479	Art and Design	<a href="#">Select Candidate</a>
9607	Media Studies	<a href="#">Select Candidate</a>
9608	Computer Science	<a href="#">Select Candidate</a>
9609	Business	<a href="#">Select Candidate</a>
9695	Literature in English	<a href="#">Select Candidate</a>
9699	Sociology	<a href="#">Select Candidate</a>
9700	Biology	<a href="#">Select Candidate</a>
9701	Chemistry	<a href="#">Select Candidate</a>
9702	Physics	<a href="#">Select Candidate</a>
9708	Economics	<a href="#">Select Candidate</a>





**Important information**

If we have processed your component exemptions their status is 'Completed'. If we are still processing them, their status is 'In progress'. If you work through a Cambridge Associate and your component exemptions are showing as 'Awaiting Approval', your Cambridge Associate has not reviewed them yet.

You can only withdraw or amend a component exemption that is 'Completed' and not 'In progress' or 'Awaiting approval'.

GCE AS & A Level | **GCE O Level** | IGCSE

**Selection successfully saved**

**Select Candidate's Component for Exemption:**

9479 : Art and Design

Filter: Option A |

Items per page: 10 | 50 | 100

Number	Name	01	02	Status
XXXX	CANDIDATE NAME	<input checked="" type="checkbox"/>	<input type="checkbox"/>	01 Completed
XXXX	CANDIDATE NAME	<input type="checkbox"/>	<input checked="" type="checkbox"/>	02 Completed
XXXX	CANDIDATE NAME	<input type="checkbox"/>	<input type="checkbox"/>	<del>01</del> Saved
XXXX	CANDIDATE NAME	<input type="checkbox"/>	<input type="checkbox"/>	<del>02</del> Saved

Save Exemption For Review

**Step 4** Underneath the syllabus name, the candidate details are filtered by entry option. For each entry option, you can **amend** which candidates you would like to exempt from which component(s) by ticking or un-ticking the box under the relevant component number.

If you un-tick a component exemption box that you have already submitted to us, this will withdraw your candidate from that component exemption.

Any components you have withdrawn from are highlighted in red with a line through them in the 'Status' column.

**CIEDirect**  
The online tool for Cambridge Exams Officers

Cambridge Assessment International Education

Go to other CIE sites: Select... Go

Logged in as: Log out

Home | Bulletins | My Messages | Administer Exams | **Covid-19 Exemptions** | Support Materials | Ask CIE

Covid-19 Exemptions | Expire within: 34d 3h 35m 38s

Syllabuses | **Check Exemptions** | Submit Exemptions

GCE AS & A Level | **GCE O Level** | IGCSE

**Selection successfully saved**

**Select Candidate's Component for Exemption:**

9479 : Art and Design

Filter: Option A |

Items per page: 10 | 50 | 100

Number	Name	01	02	Status
XXXX	CANDIDATE NAME	<input checked="" type="checkbox"/>	<input type="checkbox"/>	01 Completed
XXXX	CANDIDATE NAME	<input type="checkbox"/>	<input checked="" type="checkbox"/>	02 Completed
XXXX	CANDIDATE NAME	<input type="checkbox"/>	<input type="checkbox"/>	<del>01</del> Saved
XXXX	CANDIDATE NAME	<input type="checkbox"/>	<input type="checkbox"/>	<del>02</del> Saved

Save Exemption For Review



**Step 5** Click the 'Save Exemption For Review' button at the bottom of the screen. The status of any components you amend will change to 'Saved'.

**Step 6** Repeat steps 3–5 above for any other entry options.

**Step 7** Make sure you submit your amendments and/or withdrawals to us. Follow the instructions in the 'Submitting your component exemptions' section on page 6 of this guide.

## How to check the status of your component exemptions

The 'Status' column shows the status of your component exemptions.



### Important information

You can only withdraw or amend a component exemption that is 'Completed' and not 'In progress' or 'Awaiting approval'.

**For Cambridge International Schools and Cambridge Associates:**

Status	Meaning
Saved	You have selected a component exemption but have <b>not</b> submitted it to us.
In progress	You have selected a component exemption and submitted it to us.
Completed	We have processed your component exemption.

**For Associate Centres:**

Status	Meaning
Saved	You have selected a component exemption but have <b>not</b> submitted it to your Cambridge Associate for approval.
Awaiting approval	You have selected a component exemption and submitted it to your Cambridge Associate. Your Cambridge Associate needs to review and approve/reject it.
In progress	Your Cambridge Associate has approved the component exemption and submitted it to us.
Completed	We have processed the component exemption.
Rejected	Your Cambridge Associate has rejected the component exemption and returned it to you. You should review this and re-submit if you need to.

**Learn more!** For more information please visit [www.cambridgeinternational.org](http://www.cambridgeinternational.org) or contact Customer Services on +44 (0)1223 553554 or email [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org)