

Request for Reprint of Certificate Form

Please supply a reprint certificate for the candidate indicated below and invoice the centre as per the current CACHE Fees List. The reprinted certificate will be sent to the Examinations Office at the centre.

All the following details must be completed to enable us to process your order.

The original Certificate, marked Void across the front, must be returned with this form.

| Centre | |
|-------------------|-------|
| Site/Centre Code: | _____ |
| Site/Centre Name: | _____ |

| Details | |
|--|-------------------|
| Candidate's Full Name: (at time certificate was achieved) | _____ |
| Candidate's date of birth: | _____ PIN: _____ |
| Award Title: | _____ |
| Candidate Signature: | _____ Date: _____ |
| Candidate Name (please print clearly): | _____ |

| Reason for reprint request | |
|---|-----------------------------|
| <input type="checkbox"/> Name amendment. Please print clearly | _____ |
| <input type="checkbox"/> Grade amendment - Unit code | _____ Please attach new MRS |
| <input type="checkbox"/> Incorrect language. Please specify | _____ |
| <input type="checkbox"/> Damaged certificate | _____ |
| <input type="checkbox"/> Other (please specify) | _____ |

| Centre Details | |
|---|------------------------------------|
| Site Name: | _____ |
| Site Code: | _____ Purchase Order Number: _____ |
| Requested by (please print clearly): | _____ |
| Please attach the original Certificate. | |
| Signature: | _____ Date: _____ |
| Telephone: | _____ Fax: _____ |
| Email: | _____ |