



2019 ICAS ALTERNATIVE SITTING DATE FORM – INDONESIA SCHOOLS

Dear Sir/Madam

Thank you for your request to hold ICAS on an alternative date. Students may sit ICAS any time during the 3 days prior to the official sitting date and still be eligible for medals.

However, students who sit on an alternative date post the official sitting date will not be eligible for medals.

Please find alternative sitting dates as follows:

ICAS Subject	Official Sitting Date	Alternate Sitting Dates
Writing	Friday, 13 September 2019	Tuesday 10 September 2019 to Thursday 12 September 2019 inclusive
English	Saturday, 14 September 2019	Wednesday 11 September 2019 to Friday 13 September 2019 inclusive
Mathematics	Saturday, 14 September 2019	Wednesday 11 September 2019 to Friday 13 September 2019 inclusive
Science	Saturday, 21 September 2019	Wednesday 18 September 2019 to Friday 20 September 2019 inclusive
Digital Technologies	Saturday, 21 September 2019	Wednesday 18 September 2019 to Friday 20 September 2019 inclusive

Once you have determined an alternative date, please complete and return the accompanying agreement as soon as possible to allow sufficient time for the dispatch and delivery of your ICAS booklets and answer sheets.

Please read the conditions carefully and ensure this form is signed by the school principal or their nominee.

Please send this form **before** the **ICAS Closing Date** by email to: info@icasindonesia.co.id

ICAS Closing Dates:

Batch 1: Wednesday, 15 May 2019

Batch 2: Wednesday, 7 August 2019

Do not hesitate to contact Customer Service on +62 21 227 698 24 / 25 or by email at info@icasindonesia.co.id if you require any further assistance with this matter.

We look forward to your participation in ICAS.

Yours sincerely

Deddy Mulyadi
Head of Departement
UniSadhuGuna Testing Centre

To: **ICAS Indonesia – UniSadhuGuna Testing Centre**
Email: info@icasindonesia.co.id

School Agreement – ICAS Alternative Sitting Date

Our school requests permission to hold the 2019 ICAS on the dates below:

ICAS Subject	Please Tick ✓	ICAS Alternate Sitting Date	Time
Writing			
English			
Mathematics			
Science			
Digital Technologies			

We understand this is dependent upon observing the following conditions:

1. The ICAS coordinator will be responsible for the security of all ICAS test materials.
2. On receipt, all ICAS materials will be checked for the correct quantity in external envelope by the ICAS coordinator and locked in a secure location.
3. No ICAS materials will be distributed to members of staff, students or other persons before the alternative sitting date.
4. The ICAS question booklets are kept in a secure location within the school until results are received. They can then be sent home with the student reports and certificates. The ICAS question booklets are a useful resource for students and teachers and are helpful when interpreting results.

I hereby agree to the above ICAS alternative sitting date conditions.

School:	School code:
Principal's Name:	
Principal's Signature:	
Date:	