



Information on modified papers

We follow a thorough process to make sure candidates receive the modified papers they need in time for their exams.

This process means that:

- Modified papers are made to order and cannot be produced at short notice. We cannot guarantee that we will accept applications after the deadline. You should identify possible requirements for modified papers for your candidates as early as possible and inform us as soon as they are known. You should also let us know if you want us to cancel an application, if you amend an entry, or if you want us to make an amendment to a candidate's modified paper request.
- You should submit a final entry for the relevant candidate, syllabus and component when you submit your modified paper application. We will only send you modified papers if we have received a corresponding final entry. You may need to make your final entries for candidates requiring modified papers before making entries for other candidates.
- Centres are responsible for ensuring they have ordered all of the modified papers required before the deadline.

So you know what to expect, we have reproduced and described the modified papers that are requested most frequently. For a full list of options, see section 1.3.8 of the *Cambridge Handbook*.

Braille

We currently produce modified papers in:

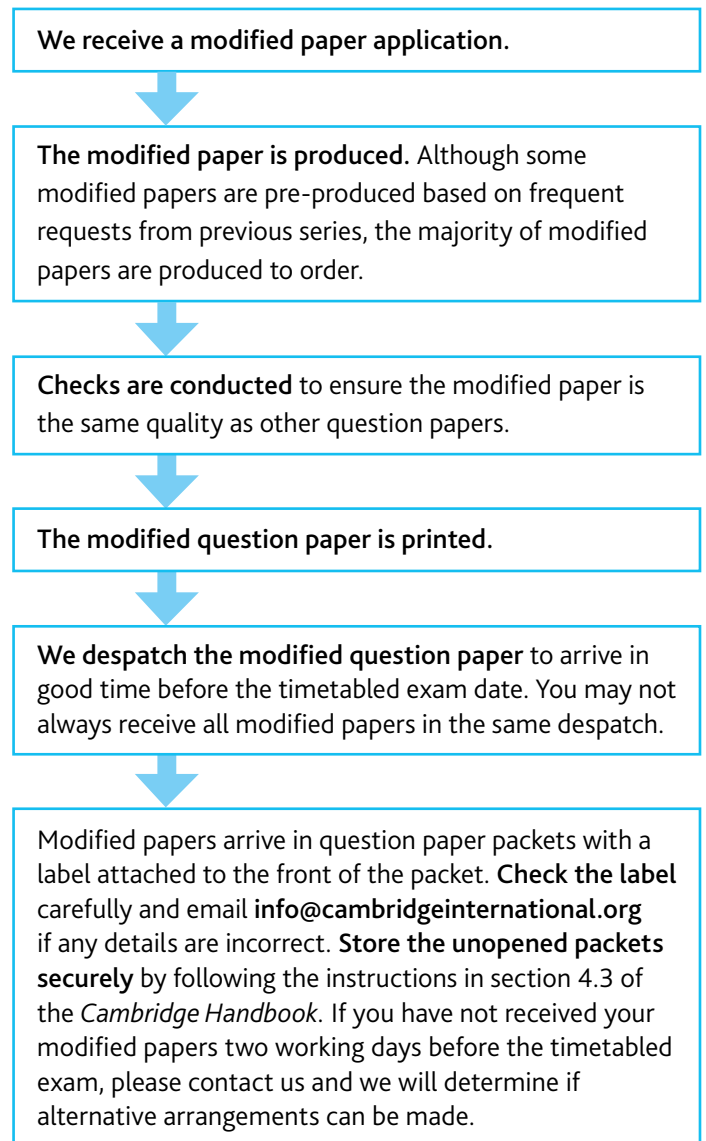
- **Unified English Braille (UEB)** UEB has some of the complex rules governing contractions reduced. Specific indicators are used for bold, italics and underlined text, and one code is used for all maths and computer braille.

There are two grades of Braille:

- **Un-contracted** (Grade 1) Braille is a straightforward letter for letter, translation from print and includes the alphabet, numbers and punctuation marks.
- **Contracted** (Grade 2) Braille has special signs for combinations of letters and more commonly occurring words, such as 'sh', 'ing', 'the' and 'for'. This reduces the size of braille documents by about 25 per cent, and generally increases reading speed.

There are also special Braille codes, for example for Music, Mathematics, Science and Foreign Languages.

Modified papers process



Coloured paper

You can print a copy of some question papers onto coloured paper. You must tell us if you plan to do this by completing and returning *Preparation – Form 3* by the dates in section 1.3. We may need to produce some question papers on coloured paper. We will tell you which ones we need to produce and which ones you can produce.

If we need to produce the question papers on coloured paper you can ask us to print on white, pink, blue, green, grey, ivory, lilac and yellow coloured paper.

To enable you to print a copy of the question paper onto coloured paper, we will make a copy of the question paper available for you to download from Digital File Despatch. We only provide the question paper(s) if:

- you include it on *Preparation – Form 3*
- we approve it
- the candidate has the appropriate entry.

Make sure you have asked for all syllabuses and components that you need. If you amend your entries, you must tell us so that we can make the correct question paper(s) available to you on Digital File Despatch. We will email guidance in response to your application.

The image below shows the colours of the papers you will receive if you order yellow, green or blue coloured paper as these are the most frequently requested colours.



Enlarged print for visual impairments

We currently produce modified papers in:

- **A4 18 point bold** – Standard exam paper font size enlarged to 18 point bold.
- **18 point bold enlarged to A3** – Standard exam paper font size enlarged to 18 point bold then enlarged to A3.
- **A3 unmodified** – standard paper enlarged to A3

Enlarged print example

Candidate Name	_____
Centre Number	_____
Candidate Number	_____
CAMBRIDGE INTERNATIONAL EXAMINATIONS Cambridge International General Certificate of Secondary Education 0680/22 ENVIRONMENTAL MANAGEMENT Paper 2 February/March 2015 TIME: 1 hour 45 minutes SUITABLE FOR VISUALLY IMPAIRED CANDIDATES Candidates answer on the Question Paper. No Additional Materials are required.	
READ INSTRUCTIONS OVERLEAF <small>0680/22/2015</small> The whole of this paper is © UCLES 2015.	

Standard paper

IGCSE Cambridge International Examinations Cambridge International General Certificate of Secondary Education	
CANDIDATE NAME	_____
CENTRE NUMBER	_____
CANDIDATE NUMBER	_____
SUBJECT Paper 2 – Writing May/June 2015 1 hour	0680/22 1 hour
Candidates answer on the Question Paper. No Additional Materials are required.	
READ THESE INSTRUCTIONS FIRST Write your Centre Number, candidate number and name on all the work you hand in. Write in dark ink on both sides of your question paper. Do not write in any extra spaces. Do not write in any extra spaces. Answer these questions: Question 1, Question 2 and Question 3(a) or Question 3(b). At the end of the examination, hand all your work securely together. The number of marks is given in brackets () at the end of each question or part question.	
<small>The whole of this paper is © UCLES 2015.</small> This document contains the Question Paper and 2 blank pages. 0680/22/2015 CAMBRIDGE <small>0680/22/2015</small>	

Modified carrier language

Not all papers require the language to be modified. Upon application we will confirm if the paper requires this modification. Please note that modified carrier language is not available for language papers.

Standard paper:

Before he could start the enterprise, Ollie would need to communicate with stakeholders **in order to** gain their agreement.

Modified carrier language paper:

Before he could start the enterprise, Ollie would need to communicate with stakeholders **to** gain their agreement.

Transcript of listening CDs (for use with a live speaker)

This arrangement is suitable for candidates who have learning difficulties or hearing impairments, but are proficient in lip reading. The live speaker reads the transcript aloud to candidates so they can access the contents of the pre-recorded material. We will make a copy of the transcript available for you to download from Digital File Despatch. We only provide the transcript if:

- you include it on *Preparation – Form 3*
- we approve it
- the candidate has the appropriate entry.

Make sure you have asked for all syllabuses and components that you need. If you amend your entries, you must tell us so that we can make the correct transcript(s) available to you on Digital File Despatch. We will email guidance in response to your application.

See section 1.3.8 of the *Cambridge Handbook*.

Modified non-standard papers

If a candidate has specific needs which would not be met by the modified paper options listed in our drop down menu, you should email our Compliance team at info@cambridgeinternational.org to discuss the options available.

Modified answer booklets

If your candidate requires an answer booklet on coloured paper and / or as an enlarged copy you must produce this. To produce an answer booklet on coloured paper and/or as an enlarged copy, you may photocopy a copy of the standard answer booklet onto the appropriate colour and / or sized paper. You will receive copies of the standard answer booklet in your non-confidential despatch before the exam series. You do not need to tell us if you plan to do this.

Modified past papers

We may be able to offer past modified papers where we have produced them in a previous exam series. Some modified past papers are available on our website at:

www.cambridgeinternational.org/access

Alternatively, to check if we have the modified past paper your candidate requires, please email our Compliance team:

info@cambridgeinternational.org

Learn more! For more information please visit www.cambridgeinternational.org/examsOfficers or contact Customer Services on +44 (0)1223 553554 or email info@cambridgeinternational.org



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