

## **E-submission checklist for Externally Assessed NEA**

### **For the period leading up to the completion of the assessment**

Exams Officers - Check that you can log into your Surpass account at the address below:

If you previously activated your account in 2018/19 your username and password as issued will still work.

If your centre has a new Exams Officer, or you are entering an e-submission subject for the first time a new account will be