

Accessing Exam Results on ProPortal

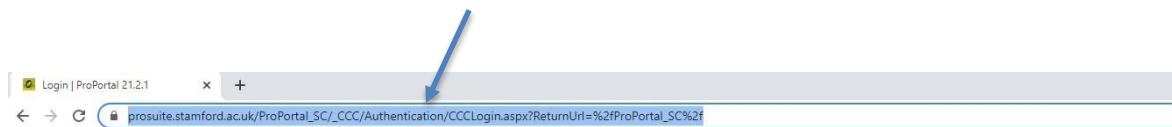


Stamford
College

Remember exam results for GCSE and certain vocational qualifications such as BTECs, OCR etc cannot be released until 10th August for Level 3 and 12th August for all other qualifications. The portal will not be open until after 8.30 on the 12th August.

Step 1 – you will need to type this address into your URL -

https://prosuite.stamford.ac.uk/ProPortal_SC



Step 2 – Complete the log in. The network username is your Student ID number found on your badge). If you need a password reset please contact itservices@ieg.ac.uk and email them the following information:

- Student Number
- Student Full Name
- Student Date of Birth
- Students address on the system

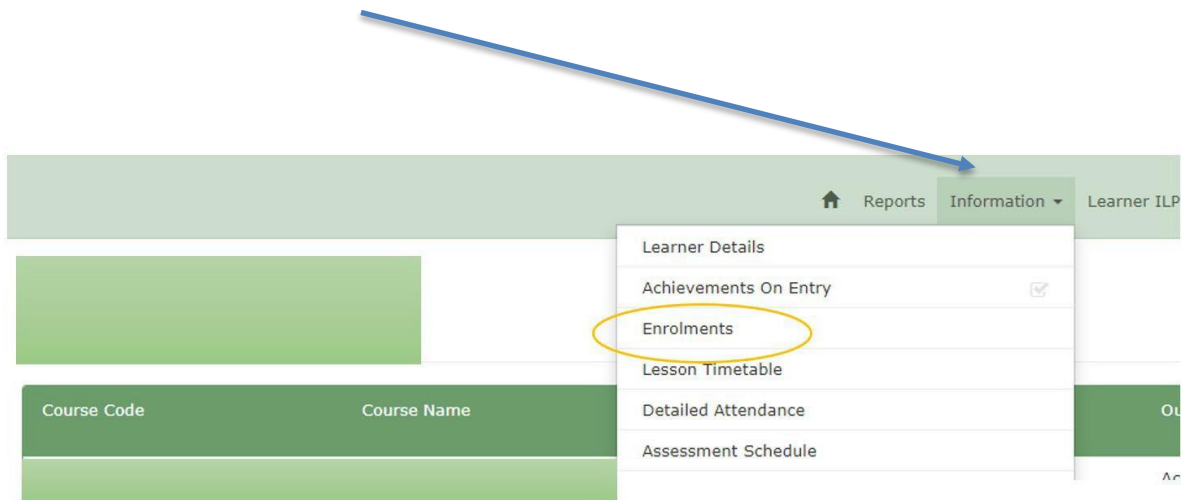
The team will then reset your password to the following format.

Your home postcode in CAPITALS as held on our system and 2 exclamation marks. See Example - **PE91XA!!**

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Step 3 - If login is successful, you should see the main ProPortal screen, click on **Information**, then select **Enrolments** from the dropdown list.



Step 4 – Once on the Enrolments page you should be able to see your results under **Grade**.

The screenshot shows the Enrolments page. At the top, there is a navigation bar with a home icon, 'Reports', 'Information', 'Learner ILP', 'Support', 'Meetings And Comments', 'Miscellaneous', and 'Progression & Other Page'. Below the navigation bar, there is a table with the following columns: 'Course Code', 'Course Name', 'Group Code', 'Completion Status', 'Grade', 'Outcome', 'Start Date', 'Expected End Date', 'Actual End Date', and 'Reason for Leaving'. The 'Grade' column is circled in yellow. The table contains one row of data:

Course Code	Course Name	Group Code	Completion Status	Grade	Outcome	Start Date	Expected End Date	Actual End Date	Reason for Leaving
			Completed	A	Achieved (non AS-Level)				