

# NCEA SCHOOL RESULTS SUMMARY INSTRUCTIONS

Below are the instructions you need to follow, to download your **NCEA School Results Summary**:

To obtain a PDF version of your School Results Summary visit the official NZQA website <https://secure.nzqa.govt.nz/for-learners/records/login.do>

Once you are logged in, follow these steps:

1. Click on the pdf icon in the "My School Entries and Results" screen
2. Save the summary as a PDF (so that you can attach it to your application)
3. Upload your results under 'Academic Results' in the 'Supporting Documents' section of the online application.

**This document will have the following heading.**

School Results Summary

