

Exams Support

How to manually create a UCI

OXFORDAQA HOW TO MANUALLY CREATE A UCI

| Character position | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
|--------------------|-------|---|---|---|---|---|----|---|------|----|----|----|----|
| Example UCI | 99999 | | | | | 0 | 21 | | 1234 | | | | A |

| Character position | Meaning | In example UCI |
|--------------------|--|------------------------|
| 1-5 | is always your 5 digit school centre number | 99999 0211234A |
| 6 | is usually a 0 (zero) or can be B | 99999 0 211234A |
| 7-8 | is the last two digits of the academic year in which the UCI is allocated, e.g. 21 for the 2021/22 academic year | 999990 21 1234A |
| 9-12 | is the student's 4 digit candidate number issued by your school | 99999021 1234 A |
| 13 | -is a 'check' character, -is always a letter, for example A, B, C and -will be system generated | 999990211234 A |