



## AS and A Level Music Composition Submissions

All work for GCE Composing must be uploaded to our online portal. In order to prepare for this, centres may wish to follow this guidance.

### GCE Units 2 & 5 - Composing

**DEADLINE – 15<sup>th</sup> MAY 2026**

**The deadline for uploading candidate work is midnight\* on 15<sup>th</sup> May.**

(\*This means the end of 15<sup>th</sup> May)

Centres are not required to assess Composition at AS and A Level, so there are no marks to submit. An upload code will be available for every candidate in the “Invigilate” tab in Surpass.

Please check that you or your exams officer can log in to [Surpass](#) to access the codes.

All candidate work is uploaded via Surpass

For every candidate you will need:

- Candidate composing log
- Score/Lead sheet for each composition
- Audio of each composition

**For AS and A Level Option A there will be 2 Compositions.**

**For A Level Option B there will be 3 Compositions.**

- The **free composition** can be completed at any point in the course.

- The **brief composition** must be written in the year of examination (i.e. this

academic year) using one of the briefs released to the secure site on 1<sup>st</sup> September 2023.

- All compositions must be submitted as an audio file with an accompanying score or detailed lead sheet and description.
- There is no need for a spoken announcement on any recording.
- Please ensure that you label each file you upload using the following convention, with no punctuation or special characters:

#### **Candidate name and number filetype**

John Smith 12345 composition 1 audio

John Smith 12345 composition 1 score

John Smith 12345 log

- It is essential that the examiner can easily see which audio matches which score.
- Composition 1 is always the **brief composition**.
- Files such as Sibelius, Logic and Cubase etc. will not be accepted. You **must** export the **audio and score** into one of the accepted formats: **mp3, wav, aiff, aif, aifc, doc, pdf, txt** as outlined in the [subject guide](#).

- All scores/lead sheets need to be scanned or exported as a pdf or MS Office compatible file.
- Download the latest version of the composing log. The candidate should complete this with the details of their composition process.

[WJEC GCE AS Level Log](#)  
[WJEC GCE A-Level Log Option A](#)  
[WJEC GCE A-Level Log Option B](#)

**Candidate logs must be signed by the candidate and the teacher for authentication purposes, and GDPR. NEA can not be accepted without signed declarations.**

### General Information for the Upload Process

- File types accepted – We accept the following file types - **mp3, wav, aiff, aif, aifc, doc, pdf, txt**. If you are unsure of the validity of a file type then please check the [e-submissions subject guide](#)
- Keycodes for all candidates entered for the qualification will be available in the invigilate tab of [Surpass](#) prior to the deadline for submission. Please make sure that you can access keycodes before the final submission date. There are instructions in the [e-submissions centre guide](#).
- Visit the [upload page](#) to upload your candidate work. You will see the window shown below. The use of the word “Test” here is a synonym for Assessment or Exam, this is not a trial run for you to practice uploading.
- Before you click the final ‘submit’ button on each candidate’s work you may wish to **take a screenshot** as a record of what you have submitted, as you will not receive an acknowledgement.

- **The deadline for uploading candidate work is midnight on 15<sup>th</sup> May.**

Useful links:

[E-Submission Process – Centre Guide](#)

[E-Submission Process – Subject Guide Summer 2023 – this will be updated in the Spring term.](#)

[Exams officer log in to Surpass](#) – to get the keycodes

[Teacher portal](#) – to upload work

[Video demonstration](#) of the upload process

There are lots of useful videos giving guidance on compressing images and converting audio and video files on the [e-submission](#) page.

### **Useful Contacts**

For guidance on any aspect of the e-submission process please contact:  
e-mail: [e-submission@wjec.co.uk](mailto:e-submission@wjec.co.uk) Tel 029 2240 4310

For subject specific queries not relating to e-submission please contact:  
e-mail: [music@wjec.co.uk](mailto:music@wjec.co.uk) Tel 029 2240 4305