

OUTLINE PROPOSAL FORM

for Pre-U

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Please read the instructions printed overleaf before completing this form

Name of Centre		Centre Number	
Candidate Name <small>(if required)</small>		Candidate Number	
Syllabus Title		Syllabus Code	
<i>If this is a re-submission, please check box</i> <input type="checkbox"/>		Component Number	
Examination/Assessment Session: June <input type="checkbox"/>		November <input type="checkbox"/>	Year <input type="checkbox"/>

Title of Proposal	

Details of Proposal (see over)	
	Date <input style="width: 100%;" type="text"/>

Comments:		
	Adviser's Initials <input style="width: 100%;" type="text"/>	Date <input style="width: 100%;" type="text"/>

<i>For CIE use only:</i>	APPROVED	APPROVED WITH PROVISIO <small>(see comments)</small>	NOT APPROVED	More information required	Approval not required; please see comments
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



INSTRUCTIONS FOR COMPLETION OF THIS FORM

- 1 This form should be sent to CIE in hard copy or by email by 31 October in the year before examination, or earlier.
- 2 One form should be used for each candidate (except in certain cases where only one form for the subject is required). If extra space is required to complete the outline proposal a second OPF should be used.
- 3 Please ensure that the appropriate boxes at the top of the form are completed. If this portion is not correctly completed, it will be necessary to return the form.
- 4 The outline should normally include:
 - (i) the title or aim of the piece of work;
 - (ii) the methods to be used to collect and analyse information and data and, where possible and appropriate, a brief list of sources;
 - (iii) a bibliography (in appropriate syllabuses only);
 - (iv) Art and Design submissions should also clearly identify sources for first hand study and other sources and contacts; such as interviews, gallery visits etc. Any teacher's comment can be added at the bottom of the 'Details of Proposal' box;
 - (v) History – give details of which Paper 5 option (a–m) candidates will be entered for.
 - (vi) Psychology submissions should state the issues to investigate and the details of ethical considerations for the investigation. Forms will not be considered unless these details are included. As this is a Personal Investigation, no two proposals should be the same.
 - (vii) IRR – submissions need to explain the problem to be investigated and how the question will lead to the sustained analysis and evaluation needed to meet AO2 and AO3.
- 5 The completed form must be emailed **before the candidate starts the work**. The form will be returned with the adviser's comments **and should be included in the completed study after the title page**.
- 6 The form should only be completed after reading the relevant Personal Investigation sections of the syllabus and emailed to **CIEOPF@cie.org.uk**. A copy of the proposal form should be retained. The completion of this form is optional for some subjects and compulsory for others.
- 7 Proposals which are being re-submitted must be accompanied by the original proposal; those candidates adjusting their proposal in line with the adviser's comment need not resubmit.
- 8 Centres should expect an acknowledgement within 10 working days of submission. If this is not received please telephone Cambridge International Examinations Customer Services on 01223 553553.