



Department
for Education

28 September 2026

Dear Headteacher/Principal,

2026 16 to 19 Autumn Checking Exercise

The 2026 16 to 19 Autumn Checking Exercise will **open on Monday 5 October 2026 and close at 5:00pm on Friday 16 October 2026.**

You will be able to access the 2026 16 to 19 Autumn Checking Exercise here: [**16 to 19 Checking Exercise Portal**](#).

You are advised to access the portal on **‘day one’ of the checking exercise**. Evidence shows us that many schools and colleges wait until the last few days of a checking exercise to do this. If you need to contact the CYPMD Helpline about your student data, you need to do this **as soon as possible once the checking exercise has opened** in case you are required to take any action within the [**16 to 19 Checking Exercise Portal**](#) before **5:00pm on Friday 16 October 2026.**

We will write to you again on Monday 5 October 2026 when the 2026 16 to 19 Autumn Checking Exercise is live.

Supporting Information

We are making the [**2026 16 to 19 Autumn Checking Exercise Guidance**](#) available now to help you prepare in advance of the checking exercise opening.

To further assist schools and colleges with their participation in the 2026 16 to 19 Autumn checking exercise we shared the [**2025 16 to 19 Autumn Checking Exercise Requests Summary**](#) in April. This summarises the requests submitted during the 2025 16 to 19 Autumn Checking Exercise, alongside common reasons why some amendment requests could not be accepted.

Prior to the checking exercise opening, we will be sharing several guidance documents including a ‘How to’ guide and results enquiries guidance in the ‘Further guidance’ section of the [**CYPMD Help Centre**](#). These guidance documents will assist you with the completion of the checking exercise,

checking your school or college data and if necessary, raising results enquiries.

We strongly recommend that you read these documents before requesting any student amendments or results enquiries during the 2026 16 to 19 Autumn checking exercise.

Changes Since 2025

There have been some changes since the 2025 16 to 19 Autumn checking exercise. A full explanation of these changes can be found in the [2026 16 to 19 Autumn Checking Exercise Guidance](#):

- we will be publishing additional information on campus-level college-group reporting for the first time as part of 2025/26 performance measures
- you can now request to 'include' a student in the [16 to 19 Checking Exercise Portal](#) rather than via an online form
- we have expanded the list of students eligible for removal within the [16 to 19 Checking Exercise Portal](#)
- The process for submitting your school or college's 'full return summary' during this checking exercise has been improved. There are now additional prompts and clearer wording within the [16 to 19 Checking Exercise Portal](#) to provide further clarity on when and how a 'full return summary' should be submitted (if applicable). Please refer to the 2026 16 to 19 Autumn 'How to' guide for step-by-step instructions, the guide will be available on the [CYPMD Help Centre](#) prior to this checking exercise opening
- CSV files are now ordered alphabetically by surname

CYPMD Portal

The [16 to 19 Checking Exercise Portal](#) will be accessed using a DfE Sign-in account. This is the same secure sign-in system used by many DfE services. Details on how to create an account can be found here: [DfE Sign-in](#).

If you encounter any difficulties creating a DfE Sign-in account or have forgotten your login details, please go to this contact form: [DfE Sign-in \(education.gov.uk\)](#). The CYPMD Helpline cannot assist users with DfE Sign-in account creation or login queries.

CYPMD Help Centre

The [CYPMD Help Centre](#) is the main source of information for the CYPMD service and will be updated on a regular basis to provide important information

for schools and colleges regarding the 2026 checking exercises and data shares.

In advance of each checking exercise or data share opening, the [CYPMD Help Centre](#) will have all the guidance your school or college will need to check your data. You should read all associated guidance that we provide in full **before** you check your school or college data, request any student amendments or submit any results enquiries.

We are asking you to check the [CYPMD Help Centre](#) regularly for updates and save this link to your favourites for future ease of access.

CYPMD Communications

To improve your experience of the CYPMD service you should consider the following advice:

- if you have not already done so, or if additional people within your school or college would like to receive future communications **you/they can sign-up** to receive CYPMD communications by [sending a message](#) via the [CYPMD Help Centre](#) and selecting 'option 1'
- further information about the 2026 checking exercises and data shares will be sent to all school and college headteachers and principals, **so your headteacher/principal contact details must be correct** on '[Get information about schools](#)' (GIAS)

In the meantime, if you have any other queries, you can visit the [CYPMD Help Centre](#).

Yours faithfully

Department for Education