



# RIPLEY ST THOMAS

A CHURCH OF ENGLAND ACADEMY

## POST RESULTS SERVICES [PRS] REQUEST & CANDIDATE CONSENT FORM

<b>Candidate Name</b>	<b>Candidate Number</b>
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Information regarding the services available, fees and deadlines can be found overleaf.

In order to proceed with any post-results service request, you must complete and sign the form below. This confirms that you have understood what the outcome might be, and that you give your consent to the enquiry being made. The completed **form** and **payment** must be sent to the Exams Office by the appropriate deadline.

### ACCESS TO SCRIPTS

Exam Board	Subject	Paper/Unit Code(s)	Original Script (non-priority)	Priority Copy Script	Cost

### ENQUIRIES ABOUT RESULTS (Review of Marking)

You must obtain the relevant Subject Teacher / Subject Leader's signature for each subject request for Enquiries About Results as well as the signature of your Pastoral Leader/Curriculum Vice-Principal.

*Please Note:*

If the school makes an enquiry about the result of one of your examinations after your subject grade has been issued, (i.e. a paper is reviewed), there are three possible outcomes:

- Your original mark is confirmed as correct, and there is no change to your grade.
- Your original mark is raised so that your final grade may be higher than the original grade you received.
- **Your original mark is lowered so that your final grade may be lower than the original grade you received.**

Exam Board	Subject	Paper/Unit Code(s)	Priority Review/ Non-Priority Review	Copy of reviewed script required	Cost	Subject Teacher/ Leader Signature	Progress Leader/ Vice-Principal Signature (Mrs Walmsley)

Please complete your payment method below. Payment can be made:

- Via the school's online payment system using your current login (*this is the preferred option*).
- By cash.

**Payment method**

**Amount**

<b>Online payment</b> Please enter date paid ____ / ____ / ____	<b>Cash enclosed</b>	£
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REQUESTS RECEIVED WITHOUT PAYMENT OR AFTER THE DEADLINE WILL NOT BE PROCESSED

**I give my consent for the school to make an enquiry about the result of the examination(s) listed above, and agree to pay any fees that may be incurred. In giving consent I understand that the final subject grade awarded to me may be lower than, higher than or the same as the grade that was originally awarded for this subject.**

<u>Candidate Signature</u>	<u>Date</u>	<u>Parent/Guardian</u> Name: Signature:	<u>Date</u>
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## **ACCESS TO SCRIPTS**

### **Original Scripts**

Candidates may request access to their own scripts for general interest or to inform future learning. **If you request an Original Script you can NOT then request a review of marking.** Original scripts will be returned by the Awarding Body between 21 September and 6 November 2018. Please note however that the return of scripts may be delayed as a result of enquiries made about results in the same unit/component and will not be returned until such enquiries have been completed.

### **Priority Copy Scripts** (A2 only)

Priority copy scripts are more expensive, but are returned quicker. You will receive them by 6 September 2018 and you will still be able to request a re-mark, should you wish. Please note you only have **one week** from the issue of results to apply for priority copy scripts.

## **ENQUIRIES ABOUT RESULTS**

### **Review of marking**

This is a post-results review of the original marking of externally assessed components of a unit or linear specification to ensure that the agreed mark scheme has been applied correctly. This service will also include the following clerical checks:

- that all parts of the script have been marked
- the totalling of marks
- the recording of marks
- the application of any adjustments
- the application of grade thresholds
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You can also request a photocopy of the reviewed script(s). A fee is charged for this additional service.

### **Priority Review of marking**

This service is only available for A level students where a university place depends upon the outcome. The target for completion is within 18 days of the Awarding Body receiving the request. You can also request a photocopy of the reviewed script(s). A fee is charged for this additional service.

## **Fees and Deadlines – per Unit**

<b>Service</b>	<b>AQA</b>	<b>Edexcel</b>	<b>OCR</b>	<b>WJEC</b>	<b>CIE</b>	<b>Deadline</b>
Access to Scripts – Original script (non-priority)	£11.30 Original £14.35 Reviewed copy	N/A	£11.75	£11	£14	27 Sept 2018
Access to Scripts – <b>Priority</b> copy script ( <b>GCE</b> only)	£14.35	N/A	£11.75	N/A	n/a	<b>23 Aug 2018</b>
Review of Marking (Re-mark) *	£37.55 GCSE £43.45 A2	£39.50 GCSE £45.85 A2	£47 GCSE £47 A2	£36 GCSE (PER PAPER)	£38.50 GCSE	20 Sept 2018
<b>Priority</b> Review of Marking (Re-mark) *	£51.75 A2	£45.40 GCSE £54.65 A2	£58 A2	n/a	n/a	<b>23 Aug 2018</b>

**\* The fee for a review of marking will be refunded if an enquiry leads to a change of grade**