



RIPLEY ST THOMAS

A CHURCH OF ENGLAND ACADEMY

POST RESULTS SERVICES [PRS] REQUEST & CANDIDATE CONSENT FORM

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.

REQUESTS RECEIVED WITHOUT PAYMENT OR AFTER THE DEADLINE WILL NOT BE PROCESSED

ACCESS TO SCRIPTS *Please tick as required*

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

ENQUIRIES ABOUT RESULTS

You must obtain the relevant Subject Teacher / Subject Leader's signature for each subject request for Enquiries About Results, or the Head of Sixth Form / Head of Year's signature for requests for Priority Re-marks.

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 re-marked), 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.**

Please tick Service required

Exam Board	Subject	Paper/Unit Code(s)	Priority Re-mark	Re-mark	Copy of reviewed script required	Cost	Subject Teacher/Leader or Head of Sixth Form/Head of Year Signature

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.

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
Online payment. Please enter date paid ____ / ____ / ____	£
Cash enclosed	£

Candidate Name	Candidate Number	Candidate Signature	Date

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 re-mark.** Original scripts will be returned by the Awarding Body between 21st September and 3rd November 2017. 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 (AS/A2 only)

Priority copy scripts are more expensive, but are returned quicker. You will receive them by 7th September 2017 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

Re-mark

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

You can also request a photocopy of the reviewed script(s). A fee is charged for this additional service.

Priority Re-mark

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

Service	AQA	Edexcel	OCR	WJEC	CIE	Deadline
Access to Scripts – Original script (non-priority)	£11 Original £14 Reviewed copy	£11	£11.40	£11	£14	28 th Sept 2017
Access to Scripts – Priority copy script (GCE only)	£14	£11	£11.40	n/a	n/a	24th Aug 2017
Review of Marking (Re-mark) *	£36.50 GCSE £42.25 AS/A2	£35.90 GCSE £41.70 AS/A2	£45.60 GCSE £45.60 AS/A2	£36 GCSE	£37 GCSE	21 st Sept 2017
Priority Review of Marking (Re-mark) *	£50.30 AS/A2	£49.70 AS/A2	£56.30 AS/A2	n/a	n/a	24th Aug 2017

*** The fee for a re-mark will be refunded if an enquiry leads to a change of grade**