

Review of marking, enquiries about results and appeals (Summer 2023)

What should I do if I think there has been a mistake with my final GCSE grade, or with the marking which has been carried out?

Firstly, discuss the concerns with your subject teacher / head of department / Mr Preston to find out how many marks were awarded for each unit and what the grade boundary was (to see how many marks away you were from a higher grade), and whether a review of marking or any other post-result service would be appropriate.

What can I do if I'm still not satisfied after discussing it with my teacher / Head of Department?

Inform the Head of Centre (Headteacher), Mr James Habberley and Examinations Officer, Mr James Preston, that you would like to have your exam paper(s) re-checked or re-marked through the post-results services listed below.

Coursework units are not included in this service, and fees are payable for each separate component / paper. This must be done formally in writing by email or letter. Any post-results services such as reviews of marking can only be processed by the school.

The Examinations Officer will process the request from the Head of Centre and will ask you to complete and sign a Candidate Consent form and make full payment (see fees listed below) before an enquiry is processed, and before the deadline below:

Final deadline for requests for post-results services to Mr J Habberley (head@stgcc.co.uk) and Mr Preston (jpreston@stgcc.co.uk), and payment for these services is: Friday 22nd September 2023

Final deadline for enquiries about results to Exam Boards is: Thursday 28th September 2023

Services Available:

Service 1 (Post-results clerical re-check)

A clerical re-check of a marked paper will make sure that:

- All pages are marked
- All marks are counted
- The result matches in the mark on the paper

Cost of clerical re-check (per paper / unit)

Pearson / Edexcel	£11.90
AQA	£8.25
OCR	
WJEC	£11

Service 2 (Post-results review of marking)

This is a post-results review of the original marking to ensure that the mark scheme has been applied correctly. Reviewers will not re-mark the script. They will only act to correct any errors identified in the original marking. This service will include:

- the clerical re-checks detailed in Service 1
- a review of marking as described above

The outcome of the review will be reported along with a statement of the total marks awarded for each unit, or component, included in the enquiry within 30 days.

Cost of review of marking (per paper / component):

Pearson / Edexcel	GCSE - £49.20, BTEC - £58.70
AQA	£38.35
OCR	
WJEC	£40

Should you have any further queries, all information regarding post-results services can be found on awarding bodies' websites, or the JCQ website here:

https://www.jcq.org.uk/wp-content/uploads/2023/05/Post-Results-Service_June23_FINAL.pdf

Please be aware that with any post-results services (such as clerical re-checks or reviews of marking), that grades may go up, stay the same, or may go down as a result of this enquiry.

Candidate consent form – 2022-23

(AQA, Edexcel / Pearson, OCR, WJEC / Eduqas) Candidate consent form

Information for candidates:

The following information explains what may happen following an enquiry about a result, a review of marking, and any subsequent appeal.

If your school or college makes an enquiry about a result, (review of the original marking) and a subsequent appeal, for one of your examinations after your subject grade has been issued, there are three possible outcomes:

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

In order to proceed with the enquiry about results, you must complete and sign the form below. This tells the Head of Centre that you have understood what the outcome might be, and that you give your consent to the enquiry about results being made.

Centre Number: 58645	Centre Name: Saint George Catholic VA College
Candidate Number:	Candidate Name:

Details of enquiry

Please state the following: Awarding Body, Qualification level, Subject title, paper/unit(s), and the post-results service required.

By signing here, I am giving my consent to the head of my school or college to submit a clerical re-check or a review of marking for the examination(s) listed above. In giving consent I understand that the final subject grade and/or mark awarded to me following a clerical re-check or a review of marking, and any subsequent appeal, may be lower than, higher than, or the same as the result which was originally awarded for this subject.

Any post-result service and enquiry must be submitted and consented to by the candidate.

Signed: Date:

This form should be retained on the centre's files for at least six months following the outcome of the enquiry about results or any subsequent appeal.

