



## Post-results services (Summer 2026) – Enquiries about results, reviews of marking and appeals

This document outlines the services available to you, once you have received your GCSE results in August 2026. Please read the information carefully before enquiring about results.

### 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 / Mrs Aldworth 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. They will be able to advise whether there is a potential error or not.

### What do I do if I want to have the marking of my exam(s) reviewed?

Inform the Examinations Officer, Mrs Aldworth, and Assistant Headteacher, Mr Preston, that you would like to carry out a review of marking, through the post-results services listed below:

#### Services available and costs:

##### **Service 1 (post results clerical re-check)**

This service will include the following checks:

- that all parts of the script have been marked;
- the totalling of marks;
- the recording of marks.

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

Exam board	Fee
Pearson / Edexcel	£14.00
AQA	£9.40
OCR	£12.00
WJEC	£11.00

## 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. A marking error can occur because of:

- an administrative error
- a failure to apply the mark scheme where a task has only a 'right' or 'wrong' answer
- an unreasonable exercise of academic judgement.

The awarding body will train its reviewers to conduct reviews of marking accurately and consistently. Reviewers **will not** re-mark the script. They will only act to correct any errors identified in the original marking, and this service includes:

- 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):

Exam board	Fee
Pearson / Edexcel	£50.00
AQA	£43.50
OCR	£67.75
WJEC	£46.00

Access to scripts is free of charge for all exam boards. Please contact the Examinations Officer should you want access to your marked scripts.

Payment should be made via cash or cheque, payable to **Southampton City Council**. Should there be a change of grade, as a result of a review of marking, then the exam board will not charge. In this instance, the cash or cheque paid will be returned.

Fees are payable for each separate component / paper. Any post-results services such as reviews of marking can only be processed by the school and must be done by completing the attached form. The Examinations Officer will process the request and will ask you to complete and sign a Candidate Consent Form (this form must be signed by the candidate. Parents can't sign on behalf of their child) and make full payment (see fees listed below) before an enquiry is processed, and before the deadline below:

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**. When signing the consent form, you must be aware that this may happen.

**The final deadline for requests for post-results services to Examinations Office - Mrs Aldworth ([maldworth@stgcc.co.uk](mailto:maldworth@stgcc.co.uk)) as well as payment for these services is: Friday 24<sup>th</sup> September 2026.**

Post-result services will be processed once the consent form has been signed, and payment has been received. You will be informed once the outcome has been determined by the examining body.

### **What about any internally assessed components / NEAs / coursework?**

You would have received these from your teacher and had time to review or appeal the marks given – please see the internal appeals procedure. In exceptional circumstances, the school may look to appeal the moderation of coursework components. The school will contact you if this is the case.

### **What if I still disagree with the mark / grade given after a review of marking and want to appeal?**

You can appeal the marking or grade, once the original review of marking has been completed. The Examinations Officer will inform you of this, as soon as there is an outcome. To make an appeal about the review of marking, please contact Mrs Aldworth.

The appeals process is available to centres and private candidates after receiving the outcome of a review of results. Reference should be made to the JCQ document *A guide to the awarding bodies' appeals process*. This document provides full details of the awarding bodies' appeals processes and the associated timescales. It is available on the JCQ website: <http://www.jcq.org.uk/exams-office/appeals>

- Appeals can only be submitted after the outcome of a review of results has been reported to the centre.
- An appeal against a review of moderation decision **cannot** be made on behalf of an individual candidate.
- In the case of internal candidates, only the head of centre can submit an appeal to the relevant awarding body.
- Appeals **must** be made in writing and clearly state the grounds for appeal.
- Awarding bodies may charge a fee for appeals. This fee will be refunded if the appeal is upheld.

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/exams-office/post-results-services>

And any other exam-related information can be found on our website, here:

<https://www.stgcc.co.uk/page/?title=Revision+%26amp%3B+Exams&pid=134>

## 1. Exam board reviews of results

**Review of marking:** exam boards review their marking to ensure your work was marked accurately in line with the mark scheme

**Review of moderation:** exam boards review the moderation of the coursework from your school or college to ensure it was done fairly, reliably and consistently

**Clerical re-check:** exam boards re-check that all marks have been included and added up correctly

## 2. Appeal

Your school or college can only request an appeal after the exam board has reviewed your result.

A preliminary appeal can take up to 42 calendar days. If your school or college believes the preliminary appeal has not addressed the issue, it can decide to submit an application for an appeal hearing and that can take up to 70 calendar days.

*Please note, appeals are not the first step in checking your grade.*

## 3. Exam Procedures Review Service (EPRS)

Your school or college can only ask the relevant regulator to review what the exam board has done after the exam board has completed the appeal hearing.

The EPRS will look at whether the exam board has followed the regulator's rules and its own procedures. It will not review your work and cannot change your grade. The relevant regulator can ask the exam board to look at your appeal again if they think the exam board made a mistake.

Not all qualifications are covered by the EPRS so please check the relevant regulator's website (Ofqual, CCEA Regulation or Qualifications Wales) for more information.





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### Candidate Consent Form – 2025-26

(AQA, Edexcel / Pearson, OCR, WJEC / Eduqas)

#### 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.

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: <b>58645</b>	Centre Name: <b>Saint George Catholic VA College</b>
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.

<b>Awarding body</b>		
<b>Qualification level (e.g. GCSE)</b>		
<b>Subject</b>		
<b>Paper / unit</b>		
<b>Post-results service required (please tick)</b>	<b>Service 1 (Post-results clerical re-check)</b> <input type="checkbox"/>	
	<b>Service 2 (Post-results review of marking)</b> <input type="checkbox"/>	
	<b>Access to scripts</b> <input type="checkbox"/>	
<b>Cost of post-results services</b>		<b>Paid:</b>

*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.*