

A LEVEL 2024

If you are not happy with your results, please see the following options:

1. Priority Review of Marking (use this service if a university place depends on your grade)

- This service is a faster, priority service of the Review of Marking service detailed in point 2 below. The board has a deadline of up to 15 calendar days to complete.

Please note your grade can go down as well as up.

Please be clear that this is not a remarking of an exam paper; it is a review to see if marking has been done correctly.

2. Review of Marking

- Includes a clerical check (see below)
- A second examiner will review the paper/recording again to identify genuine marking errors or unreasonable marking
- It will make sure all the marks are counted.

Please note your grade can go down as well as up.

Please be clear that this is not a remarking of an exam paper; it is a review to see if marking has been done correctly.

3. Clerical Re-Check

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

- All pages were marked
- All marks were counted
- The result matches the marks on the paper.

Please note your grade can go down as well as up.

4. Priority Access to Scripts

This is a copy of the original marked script to help you decide whether to request a review of marking.

Deadlines and Costs

The costs below are the cost **per paper** reviewed or copy requested. If you request more than one paper for review, **you will be charged for each paper**.

EXAMPLE: If your exam is with **AQA** and there are **two** exam papers you wish to be reviewed it will cost **£104 (£42 + £42 + £20)**.

THE ADMIN FEE OF £20 IS A ONE-OFF PAYMENT.

If the grade increases after using the Review of Results Service, the exam board fees will be refunded.

	AQA	Pearson/Edexcel	OCR	WJEC	Deadline
Review of Marking	£48.65	£51.70	£61.50	£46.00	Friday 20th September
Priority Review of Marking	£57.85	£61.60	£75.75	£55.00	Tuesday 20th August
Priority Access to Scripts	Free	Free	Free	Free	Tuesday 27th August
Access to Scripts	Free	Free	Free	Free	Friday 20th September
Clerical Re-Check	£9.05	£12.50	£10.75	£11.00	Friday 20th September
Non- Refundable Admin Charge	£20	£20	£20	£20	

If you would like a review of marking, clerical re-check or copy of a marked paper, please complete the relevant sections of this form (pages 3 and 4) and return it to Mrs Bijkerk or Mrs Peet in the Exams Office or by email (examinations@marling.school).

Please make payment by bank transfer. The details are as follows:

Cotswold Beacon Academy Trust

Sort Code 40-43-21

Account Number 51540009.

The reference should be 'Exams', followed by the first initial and surname of the candidate.

The Exams Office is open 8am until 2pm on Thursday 15th August and Friday 16th August, followed by 8am until 2pm on Thursday 22nd August and Friday 23rd August, or from 4th September when school resumes for the academic year. The Exams Office will be sign-posted from the main School Reception.

Outside of those times, the Exams Office can be contacted by email (examinations@marling.school).

Please note:

- The Exams Office provides an administrative function in making an application for a Review of Results service; we cannot give guidance on whether you should apply for any of the Review of Results Services
- If you need advice, your subject teacher or Head of Year is best placed to provide it
- Students should be aware that marks can stay the same, go up or go down
- JCQ regulations state that incomplete and or unsigned forms cannot be processed
- Forms received after the deadline cannot be processed
- Once a Review of Marking has been completed it will be emailed to the email address taken from your signed form
- If grades increase after using the Review of Results service, the exam board fees will be refunded.

APPLICATION FORM – *Please write clearly*

This form **MUST** be signed by the candidate. Please write clearly in block capitals.

Print Name		Candidate No.	
Mobile No		Student's Email	
PRIORITY REVIEW OF MARKING		DEADLINE: Tuesday 20th August	
I apply for a Review of Marking of the following:			
Subject		Paper No/s & Board	
Subject		Paper No/s & Board	
Subject		Paper No/s & Board	
I understand that my grade/mark may increase, remain the same or <u>decrease</u> as a result of this enquiry			
Total cost of REVIEW OF MARKING (S):		£	
REVIEW OF MARKING		DEADLINE: Friday 20th September	
I apply for a Review of Marking of the following:			
Subject		Paper No/s & Board	
Subject		Paper No/s & Board	
Subject		Paper No/s & Board	
I understand that my grade/mark may increase, remain the same or <u>decrease</u> as a result of this enquiry			
Total cost of REVIEW OF MARKING (S):		£	

CLERICAL RE-CHECK		DEADLINE: Friday 20th September	
I apply for a Clerical Re-Check for:			
Subject		Paper No/s & Board	
Subject		Paper No/s & Board	
I understand that my grade/mark may increase, remain the same or <u>decrease</u> as a result of this enquiry			
Total cost for CLERICAL RE-CHECK:		£	

ACCESS TO SCRIPTS		DEADLINE: Tuesday 27th August/Friday 20th September	
I apply for the return of my COPY OF MARKED PAPER for:			
Subject		Paper No & Board	
Subject		Paper No & Board	
Total cost of ACCESS TO SCRIPTS:		£	

I confirm that I have paid the following sum (which includes a £20 admin fee) by Bank Transfer			£
CANDIDATE SIGNATURE		DATE	

Office use only

Paid		Submitted		Result		Informed		Any Grade Change Recorded	
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Refunds

If a grade increases as a result of one of these services, fees paid to the exam board are refunded. Please give bank details we should refund to in the event that a grade goes up.

Account Name: _____

Sort Code: _____

Account Number: _____

Candidate consent form

Information for candidates

The following information explains what may happen following a clerical re-check, a review of marking and any subsequent appeal.

If your school or college submits an application for a clerical re-check or a review of the original marking 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 clerical re-check or review of marking, you must sign the form below. This tells the head of your school or college that you have understood what the outcome might be, and that you give your consent to the clerical re-check or review of marking being submitted.

Candidate Consent Form

Centre Number 57037	Centre Name Marling School
Candidate Number	Candidate Name

I give my consent to the head of my examination centre 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.

Signed: Date:

This form should be retained on the centre's files for at least six months following the outcome of the clerical re-check, review of marking or any subsequent appeal.