

## **POST RESULTS SERVICES AVAILABLE**

Please note that you cannot ask for an individual review of marking for coursework. If you have any queries about coursework please see the Mr Davies or Mr Sibley.

### **ENQUIRIES ABOUT RESULTS:\***

\*If you wish to query any marks you receive for any of your exams you must first complete the consent form. Please bring this to Mr Sibley with the correct payment. Please be aware that when requesting a review of marking of an exam paper your mark, and grade, could go down as well as up or even stay the same.

#### **CLERICAL RE-CHECK (SERVICE EAR1)**

A re-check of all clerical procedures, this service checks all aspects of administration relating to the script (adding up marks etc).

#### **PRIORITY REVIEW OF MARKING (SERVICE EAR2P)**

As EAR2 but this is an immediate review of marking for an A level and should be used if your university place depends on the result in question.

#### **REVIEW OF MARKING (SERVICE EAR2)**

A clerical check followed by a review of the original marking to ensure that the mark scheme has been applied correctly to be used when entry into university does not depend on the result in question.

### **CANDIDATE CONSENT FORM FOR RESULTS ENQUIRY**

If you would like to make an enquiry about your result, there are 3 possible outcomes:

- Your original mark will be confirmed as correct and there will be no change to your grade.
- Your original mark may be raised and this may or may not result in a change of grade.
- Your original mark may be lowered and this may or may not result in a change of grade.

In order to proceed with the enquiry you must fill out the consent form and return it to the Examinations Manager with the correct fee by the deadline. This tells us that you have understood what the outcomes could be and that you are happy to proceed.

### **ACCESS TO SCRIPTS:**

#### **PRIORITY PHOTOCOPY**

This service should be used to decide whether or not you should apply for a review of marking (GCE or Pearson and OCR GCSE only).

#### **ORIGINAL SCRIPT\*\***

This service should be used if you want to see your script, but do not want a review of marking.

\*\*If you request an Original Script you can **NOT** then request a review of marking. You can request a review of marking if you request a priority photocopied script.

In order to process your request you must fill out the return of script form and return it to the Examinations Manager with the correct fee by the deadline.

**All forms and a list of current fees are available on the school's website under the "Exam Forms" tab**

**If you have any questions about your results Mr Sibley can be contacted by email on [asibley@archbishops.kent.sch.uk](mailto:asibley@archbishops.kent.sch.uk)**