



SUMMER 2024: INFORMATION FOR STUDENTS REGARDING ISSUE OF RESULTS for AS, A Level & L3 Vocational Qualifications

We hope you have been successful in your examinations this summer and are pleased with your results. **If any of your grades are missing or you do not understand your results please speak to the Exams Team at once.**

Should you have any concerns or queries regarding your grades there are various post results services available to you which are detailed on the next page.

If your university place is at risk you can apply for the Priority service – this provides a faster turnaround of the review, however, the window for this service is shorter so **please check all deadlines.**

There is a fee for these services, however, all awarding bodies will issue a refund if there is an overall subject grade change.

Reviews of Results may result in grades going down, up, or staying the same and this result is final. You should discuss your grades with the staff available on results day to decide on the appropriate action. **You must give your consent for a review of marking to confirm you understand that your grade might be lowered.**

Steps to take:

- Complete the necessary consent form. You will need to complete a separate form for **each** subject. There are paper copies available from the Exams office, or you can complete the following Microsoft forms (please note you will be asked to pick an account, which must be your school email address account):
 - Access to scripts - [Access to scripts consent form](#)
 - Reviews of results - [Enquiries about results consent form](#)
- Submit the completed form and make payment via Parent Pay shop – [Parent Pay Shop](#).
- Enquiries About Results will only be submitted to the exam boards once full payment has been received with the completed form by the deadline stated below.
- You must sign the consent on the form.
- Exam boards **do not allow late applications** so deadlines must be adhered to.
- You will be contacted as soon as an enquiry about result has arrived back in school. Contact will be via your school email. It is your responsibility to check regularly for outcome updates.

Post -Results Services

PLEASE ENSURE THAT YOU ARE AWARE OF THE DEADLINES BELOW:
LATE REQUESTS CANNOT BE ACCEPTED

ACCESS TO SCRIPTS

Exam boards stipulate that you must **NOT** share your scripts with anyone. This includes uploading on any website, social media platform and video sharing sites. Anything affecting live assessment could be considered malpractice.

Priority Access to Script

- A priority copy of the original marked script to help decide whether to request an enquiry about results.
- **Deadline: 2pm Friday 23rd August (AQA).**
- **Deadline: 2pm Friday 20th September (WJEC, OCR & Edexcel).**

Non-Priority Access to Script

- A copy of your script for general interest or to inform future learning.
- This option must not be requested if considering an enquiry about results.
- **Deadline: 2pm Friday 20th September.**

REVIEWS OF RESULTS

IMPORTANT NOTICE – A REVIEW MAY LEAD TO YOUR GRADE BEING LOWERED, RAISED OR REMAINING UNCHANGED.

Service 1 – Clerical Check

- A clerical re-check of a marked paper will make sure that all the pages are marked, all the marks on the paper are counted and the result matches the marks on the paper.
- **Deadline: 2pm Friday 20th September** (check will be completed within 10 calendar days).

Service 2P - Priority review of marking

- This Priority service is available for candidates whose university place is dependent on the outcome of their results.
- Please see “Review of Marking” below for information on what is included in this service.
- **Deadline: 2pm Wednesday 21st August** (review will be completed within 15 calendar days).

Service 2 – Review of marking

- A review of an exam script to check that the agreed mark scheme has been correctly applied. **Reviewers will not re-mark the script.** This service includes:
 - A clerical re-check.
 - A review of the marking.
 - If requested, a photocopy of the reviewed script. In most cases this must be requested at the same time as the review of marking.
- **Deadline: 2pm Friday 20th September** (review will be completed within 20 calendar days).

NB. An individual cannot request a review of marking of any controlled assessments or coursework.