

**CAMS HILL SCHOOL │ SHEARWATER AVENUE │FAREHAM │ HAMPSHIRE │ PO16 8AH**

**t: 01329 231641 │ e:** [**office@camshill.com**](mailto:office@camshill.com) **│ www.camshill.com**

**Post-results services: Candidate Request, Consent and Payment form Summer 2019**

To request a Review of Marking service and/or an Access to Scripts (**ATS**) service, complete the required information in the white boxes and sign and date the relevant forms to confirm consent. A summary of the services available are referenced below.

**Deadlines for return: Review of marking** by **16 September 2019** **ATS** by **23 September 2019**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Candidate number |  | Candidate name |  | Candidate email |  |  |
| **Awarding**  **Body** | |  | **Subject title** | **Paper No.** | **Service Ref.** | **Fees (below)** |
|  | |  |  |  |  | £ |
|  | |  |  |  |  | £ |

Below information is from JCQ Post-Results Services booklet

|  |  |
| --- | --- |
| JCQ Post-results service | Details of the service |
| **Service 1**: Clerical re-check | This is a re-check of all clerical procedures leading to the issue of a result… This service will include the following checks:  • that all parts of the script have been marked;   * the totalling of marks; |
|  | * the recording of marks.   [[PRS 4](http://www.jcq.org.uk/exams-office/post-results-services).3.1] |
| **Service 2**: Review of marking | This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly...**Reviewers will not remark 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. [[PRS](http://www.jcq.org.uk/exams-office/post-results-services) 4.3.2] |
| **ATS:** Copy of script to support teaching and learning | This is a non-priority service enabling centres to request copies of scripts to  support teaching and learning |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | F | OR EXAMS OFFICE USE ONLY | |  |  |  |  |
| Total fee(s) received | **£** | Service(s) applied for | Date | Outcome(s) received | Date | Candidate notified | Date | Outcome(s) complete | Date |

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# Post-results services: deadlines, fees and charges Summer 2019

**All fees below are for individual papers/units – they are NOT for the whole award**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Post-results service | **School**  **Deadline**  **(by 3:20pm)** |  |  |  |  |
| **Service 1:** Clerical re-check | 16 September 2019 | **GCSE £8.05** | **GCSE £17.45** | **GCSE £11.10** | **GCSE £11.00** |
| **Service 2:** Review of marking | 16 September 2019 | **GCSE £37.55** | **GCSE £48.50** | **GCSE £39.50** | **GCSE £37.50** |
| **ATS:** Copy of script to support teaching and learning | 20 September 2019 | **GCSE £11.30** | **GCSE £11.75** | **GCSE - FREE** | **GCSE £11.00** |

Once completed, hand the form to either the Exams Officer or the reception.

Unless you have been specifically told by your subject teacher/HOD that the school will fund your review of marking or ATS please bring a cheque/money into school with the signed forms (please bear in mind that the above prices are per unit only).

When the Post-result service outcome you requested has returned to the school, you will be notified of the outcome by email.

If your **overall award grade** changes (either goes up or down) due to a post-result service, you will be refunded the entire fee.



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**Clerical re-checks, reviews of marking and Appeals 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, and then 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 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 | Centre Name |
| Candidate Number | Candidate Name |

**Details of enquiry (Awarding Body, Qualification level, Subject title, component/unit)**

………………………………………………………….…………………………………………………………………………………..…

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**I give 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.**

Signed: ………………………………………………………………………………………….. Date: ………………………….



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**ACCESS TO SCRIPTS Candidate consent form for access to and use of examination scripts**

|  |  |
| --- | --- |
| Centre Number | Centre Name |
| Candidate Number | Candidate Name |
| Subject | Component/unit code |

**I consent to my scripts being accessed by my centre.**

**Tick ONE of the boxes below:**

**If any of my scripts are used in the classroom I do not wish anyone to know they are mine. My name and candidate number must be removed.**

**If any of my scripts are used in the classroom I have no objection to other people knowing they are mine.**

Signed: ………………………………………………………………………………… Date: .........................................