



Candidate request for remarking of an external examination

GCSE Post Results Service

Dear Learner

On receipt of your statement of results you may consider using one of the Post-Result Services offered by awarding bodies/examination boards. These Post-Result services include:

Enquiries about Results

Service 1

Clerical re-check – this is a re-check of all clerical procedures; it includes mark addition, mark transfers and correct application of grade boundaries. No re-marking is involved. This service is rarely requested.

Service 2

Review of marking – this is a review of the original marking to ensure that the agreed mark scheme has been applied correctly. The service also includes a clerical re-check as listed in Service 1.

How to apply for Service 1 or Service 2

We strongly advise candidates to seek help from their tutor and Programme Manager before making a request as marks can increase or decrease. They can let you know how close to a grade boundary you were.

If you want to proceed with the enquiry you must:

1. Complete a Candidate Consent Form (see attached).
2. Return this form to the Examinations Officer together with a cheque payable to North Tyneside Council for the correct amount.

Fees for post-results services (Access to Scripts and Enquiries about Results) are set independently by each individual awarding body.

Each exam board has their own deadline for remarks please consult the Examinations & HR Co-ordinator (Andrea Chubb: 0191 643 8830) for further information about last entry dates.

Yours sincerely

Paula Maines
Lead Internal Quality Assurer



AQA City & Guilds CCEA Edexcel OCR SQA WJEC

ENQUIRIES ABOUT RESULTS AND APPEALS

Candidate consent form

Information for candidates

The following information explains what may happen following an enquiry about a result and any subsequent appeal.

If your school or college makes an enquiry about a result and a subsequent appeal of 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 enquiry about results, you must sign the form below. This tells the head of your centre that you have understood what the outcome might be, and that you give your consent to the enquiry about results being made.

Candidate consent form

Centre Number	Centre Name
Candidate Number	Candidate Name

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

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I give my consent to the head of my examination centre to make an enquiry about the result of the examination(s) listed above. In giving consent I understand that the final subject grade awarded to me following an enquiry about the result and any subsequent appeal may be lower than, higher than, or the same as the grade which was originally awarded for this subject.

Signed: Date: