AQA City & Guilds CCEA OCR Pearson WJEC

**ENQUIRIES ABOUT RESULTS AND APPEALS FOR JANUARY 2020 IGCSE EXAMS CONSENT FORM**

**Information for candidates**

If your school or college makes an enquiry about a result 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

After a review of marking your amended grade is final

In order to proceed with the enquiry about results, *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 enquiry about results being made.

**PLEASE COMPLETE ALL SECTIONS.**

**Please note fees are per paper, so please identify which paper (s) you wish to be marked.**

|  |  |
| --- | --- |
| **Centre Number:** 28234 | **Centre Name:** Nottingham College |
| **Candidate Number (4 digits):****Student ID number:** | **Candidate Name:****Address:** **Email:** |

***Please tick which service you require:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Awarding body**e.g AQA, Pearson, OCR, WJEC | **Subject and Unit Code(s)**(These can be found on results slip e.g 8300/1, 8300/2 etc) | **Clerical re-check (Service 1)** | **Review of Marking****(Service 2)** | **Access to script** *PRIORITY COPY* | **Access to script** *ORGINAL* |
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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 and/or mark awarded to me following an enquiry about the result 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: ………../………./………..**

**Please see over for deadline dates and fees. The Awarding bodies will not process requests received after the deadline date.**

**Deadline dates for the exam team to receive form and payment:**

*Forms will only be processed once payment is received.*

|  |  |
| --- | --- |
| **Post-results service** | **Request deadline** |
| Priority copy of marked paper (access to scripts)  | Not Available |
| Clerical re-check (service 1) | 1st April 2020 |
| Review of marking (service 2) | 1st April 2020 |
| Original marked paper (access to scripts)  | 1st April 2020 |

**Fees:** Please note fees are per paper

|  |  |
| --- | --- |
| **Type of service** | **Fees** |
| Service 1 | Clerical Check | Edexcel: £11.30 |
| Service 2 | Review of Marking | Edexcel: £40.40 |
| Access to Scripts | Photocopy of Original Script | Edexcel: Free |
| Access to Scripts | Photocopy of Post Review Script | Edexcel: £12.50 |

You can either scan a copy of this completed form to exams.entries@nottinghamcollege.ac.uk or hand in person or post to Exams Team, The Gatehouse, Adams Building, Stoney Street, Nottingham, NG1 1NG.

We can take payment over the phone on 0115 884 2235 once we have received your form.

**Forms and Payment must be received by deadline dates as we cannot process late requests.**

**Please note:**

Coursework/Non Exam Assessments (NEA’s) can’t be remarked on an individual basis, if you have any concerns about this, please speak to you subject tutor in the first instance.

This form should be retained on the Centre’s files for at least six months following the outcome of the enquiry about results or any subsequent appeal.