



POST RESULTS SERVICES - A LEVEL SUMMER 2023

The exam boards offer a post results service to students who believe there may have been an error in the marking process for any examinations marked by the exam boards. This post results service does **not** apply to any internally marked NEA (coursework) components.

The services offered by the exam boards are:

Clerical re-check: this service requires that the exam board checks that all parts of the candidate's script have been marked and that the allocated marks have been totalled and recorded correctly.

If requested, the school will process a request for a clerical re-check, although it is not a service that we recommend to students. However, we are happy to discuss this if you feel it is relevant to you. The costs will be shared with you on request.

Review of marking: the original marking will be reviewed to ensure that the mark scheme has been applied correctly. Although commonly called a 're-mark', the reviewer does not actually re-mark the script but instead act to correct errors in the original marking that have occurred because of:

- an administrative error;
- a failure to apply the mark scheme where a task has only a 'right' or 'wrong' answer;
- an unreasonable exercise of academic judgement.

A review of marking is requested by component, ie for a specific paper, not the qualification as a whole.

The exam boards do offer a **priority review of marking** service. **This is only available to students whose place in higher education is dependent on the outcome of the review.**

Access to scripts (ATS): this service allows candidates to request a copy of their marked script for any written exam marked by the exam boards. In some cases, this can be provided before a decision is made about whether to request a review of marking. If you are considering requesting your script for this purpose please discuss this with Mrs Berks.

Outcomes of post results services

If you request a review of the original marking, or a clerical re-check, there are three possible outcomes:

- The original mark is lowered, so the final grade may be lower than the original grade awarded. In this case, the higher grade **cannot** be reinstated.
- The original mark is confirmed as correct, so there is no change to the grade awarded.
- The original mark is raised, so the final grade may be higher than the original grade awarded if the new mark moves into a higher grade boundary.

Deadlines

The above services all have published, and strictly adhered to, deadlines. So the school can process requests by the published deadlines the following Parmiter's deadlines apply - these are final and non-negotiable.

Service type	Deadline
Priority services (only for students whose place in Higher Education is dependent on the outcome)	10am on Wednesday 23 August
Standard service	10am on Friday 22 September

Costs and Payment

There is also a cost associated with most of these post-results services. These are payable by the student (or parent/carers) and must be paid before the school will process a request. Any student who is in receipt of bursary payments is encouraged to contact Mrs Rowland to discuss support with these costs.

The costs vary quite significantly by exam board and are detailed below. As reviews of marking and/or scripts are requested by component, these costs are for each component (e.g. Paper 1 of A Level Geography)

	AQA	Edexcel	OCR
Priority review of marking	£56	£62	£71
Standard review of marking	£47	£52	£58
Access to Script	free	free (to see original marking) £14 (to see review of marking annotations)	free (to see original marking) £15 (to see review of marking annotations)

Methods of payment are:

- **BACS** Sort Code: 209294
 Account Number: 43635368
 Account Name: Parmiters School

Please quote reference AL (short for A Level) or ALP (short for A Level Priority) and surname e.g AL-Jones or ALP-Berks

- If you need to pay in **cash**, you must arrange to meet Mrs Berks or Mrs Hicks in person so you can be given a receipt for the cash payment. Please ensure you have the exact amount as we do not have the ability to give change.

How to request a post-results service

We recommend that you first discuss your request with Mrs Berks, Ms Absalom, Mr Porter or Mrs Rowland. You must then:

Complete the appropriate post-results service request form in full and accurately (ask if you are unsure). There are two forms, please **use the correct one**. The links will take you to a 'view only' copy of the form. You can print this, or take a copy so you can fill it in electronically. However, it **must** be signed (you cannot just type your name where it asks for your signature) .

- [Priority post results service request form](#)
- [Standard post-results service request form](#)

When complete you must

- hand it in at Reception, clearly marked for the attention of Mrs Hicks; or
- e-mail it (a photo of the completed form is acceptable) to exams@parmiters.herts.sch.uk. If you use any other e-mail address your request will be delayed as we are prioritising checking the exams@ e-mail address.

Your request will be processed when the school has received the completed form AND correct payment. If these are not both received by the deadlines above your request will not be processed.