

Enquiries about GCSE/BTEC Results (Summer 2019)

All enquiries MUST be sent to the exam boards via the Exams Office at William Howard School. The exam boards will not process any enquiries directly submitted from an individual i.e. candidate or parent. If you request any one of these services below, consent must be given on the appropriate forms available. This is to ensure that you have read and understood that **candidates' marks and subject grades may be confirmed, lowered or raised**.

The deadlines for requesting these services are noted below. Please note that the exam boards will not accept any late requests for these services, therefore it is important that you advise the Exams Office of your request ASAP. Candidates will be charged for any of the services listed below, however a refund will follow if the grade changes.

If you have any queries, please contact Mrs Mclean on 016977 45743/ email gmclean@williamhoward.cumbria.sch.uk

Service 1 - Clerical Check

This service asks the board to carry out a check of all clerical procedures leading to the issue of a result. The outcome of the re-check will be reported back to the centre. A copy of the re-checked script can also be requested at this time.

DEADLINE – 3.00pm on Tuesday, 17 September 2019

Service 2 – Review of Marking

This service requests the board to review the marking of an externally assessed unit/component. This service will also include a clerical re-check as detailed above. There is an option with this service to request a photocopy of the exam script.

DEADLINE – 3.00pm on Tuesday, 17 September 2019

Service 2P – Priority Review of Marking

This service is only available to Edexcel students. It is the same as the Service 2 but is processed faster.

DEADLINE – 12:00 noon on Friday, 23 August 2019

ATS Priority Access to Scripts

This is a photocopy of the marked exam paper that you can use to decide whether to request a review of marking or clerical check.

DEADLINE – 12:00 noon on Friday, 23 August 2018

ATS Access to Scripts – Original

Candidates can request 'access to scripts' for an original marked exam paper. The centre can also request copies of a candidate's scripts for teaching and learning purposes - however candidates' prior consent must be obtained. There can be no appeal or review upon receipt of the original script.

DEADLINE – 3.00pm on Tuesday, 24 September 2019

All fees are per unit/component for all qualifications

SERVICE	TIMESCALES	COST
Service 1 - Clerical Check	17 September	£10.00 (AQA) / £18.00 (OCR) / £13.00 (Edexcel) + £16.00 copy of re-checked script
Service 2 – Review of marking	17 September	£40.00 (AQA) / £42.00 (Edexcel) / £50.00 (OCR) + £15.00 copy of reviewed script
Service 2P – Priority Review of marking	23 August by noon	Edexcel (GCSE only) £48.00
ATS Priority Access to Script (copy)	23 August by noon	£14.00 (OCR) / £16.00 (AQA – Maths & English Only) Free - or £13.00 if post marking review (Edexcel)
ATS Access to Script – Original (To support teaching and learning)	24 September	£12.00 (AQA) / £13.00 (OCR) Free - or £13.00 if post marking review (Edexcel)