

APPLICATION FOR GCSE / IGCSE POST RESULTS SERVICE NOVEMBER 2023 EXAMINATIONS

PLEASE SUPPLY A SEPARATE FORM FOR EACH SUBJECT

If you have not gained the grades you expected, you may wish to have one or more units remarked. You may also wish to see your paper before deciding to have a remark or for revision purposes.

PLEASE HAND OVER YOUR REQUEST TO THE ADMIN STAFF OF THE COLLEGE BEFORE THE DEADLINE SPECIFIED BELOW.

IF YOU REQUIRE A RE-MARK:

1. Decide which re-mark you require for the unit(s).
2. Work out the fee and make payment via credit card or write a cheque for the full amount.

Cheques should be made payable to HARROW INDEPENDENT COLLEGE.

TYPES OF POST-RESULTS SERVICES AND DEADLINES

1. Clerical Re-Checks

- 13 February 2024 for GCSE and 20 February 2024 for IGCSE – DEADLINE for the centre to receive requests for Clerical re-checks.
- This service will include the following checks:
 - ✓ that all parts of the script have been marked;
 - ✓ the totalling of marks;
 - ✓ the recording of marks.
- The outcome of the clerical re-check will be reported along with a statement of the total marks awarded for each unit, or component, included in the enquiry.
- Only clerical re-checks can be requested for objective tests (multiple choice tests).
- **Processing Time: 12 Calendar Days**

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2. Review of Marking

- 13 February 2024 and 20 February 2024 for IGCSE - DEADLINE for GCSE Reviews of Results (RoRs): Last date for the centre to receive requests (Five weeks after the publication of results)
- This is a post-results review of the original marking to ensure that the mark scheme has been applied correctly
- This service will include:
 - ✓ the clerical re-checks detailed in Service 1;
 - ✓ a review of marking as described above
- **Processing Time: 22 Calendar Days**

3. Access to Scripts (ATS)

- 23 January 2024 and 20 February 2024 for IGCSE - DEADLINE for the centre to receive requests for copies of GCSE scripts to support reviews of marking (Two weeks after the publication of GCSE results)
- This is a copy of the marked exam paper that you can use to decide whether to request a review of marking or clerical re-check.
- **Processing Time: 3 Calendar Days**

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PLEASE COMPLETE BOTH SIDES THE FORM IN FULL AND IN CAPITAL LETTERS

FIRST NAMES	
SURNAME	
DATE OF BIRTH	
CANDIDATE NUMBER	
MOBILE PHONE NUMBER	
EMAIL ADDRESS	

PLEASE SUPPLY A SEPARATE FORM FOR EACH SUBJECT

WRITE THE UNIT NUMBER FOR REMARKS AND SCRIPTS IN THE BOXES BELOW FOR EACH REQUEST AS REQUIRED

EXAMINATION BOARD (Edexcel/AQA/OCR)				
Subject Name & Subject Code	Mention below all unit or component or module codes for your subject in the correct row depending on the respective post-result service applying			
1. Clerical Re-Check per component, unit or module				
2. Review of Marking (including a copy of the reviewed script) per component, unit or module				
3. Access to Scripts (ATS) per component, unit or module				
Total to be paid as per the post-result services fee chart	£			

I have signed and understood the declaration on the back of this form.

Signature:.....

Date:.....

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ENQUIRIES ABOUT RESULTS

Information for candidates

The following information explains what may happen following an Enquiry About the Result (EAR) of an examination.

An enquiry about the result of an examination made after the issue of a subject grade **may lead to that grade being lowered**. The grade may also be **confirmed or raised**.

If your examination centre makes any enquiry about the result of one of your examinations after your subject grade has been issued, there are four possible outcomes:

- Your original unit mark is confirmed as correct, and there is no change to your grade
- Your original unit mark is raised, but your final grade may not be higher than the original grade you received.
- Your original unit mark is raised, so your final grade may be higher than the original grade you received.
- Your original mark is lowered, so your final grade may be lower than the original grade you received.

In order to proceed with the enquiry or appeal, 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 being made.

Candidate Consent Form

Centre name: **Harrow Independent College**

Centre number: 12703 Candidate number:.....

Candidate name:.....

I give my consent to the Head of my Examination Centre to make an enquiry about the result of the examination(s) listed overleaf. In giving consent I understand that the final subject grade awarded to me may be lower than, higher than, or the same as the grade, which was originally awarded for this subject.

Candidate Signed:.....

Parent/Carer Signed:.....

Date:.....

Note: Parents/Guardian must sign for candidates who are below 18 years of age.