



# **Bishop Walsh**

# **Catholic School**

## **Post-Results Services and Fees**

**Summer 2017**

## Information

This pack is designed to answer the queries that can arise from your statement of results.

### 1. Missing and Incomplete Results - (Page 3)

The most serious category is missing, or incomplete results and you should complete the enclosed form and return it to the exams office immediately. There is no fee associated with this action.

### 2. Enquiries about Results (EARs) – (Page 4,5 & 6)

If any of your results are not what you expected, then there are a number of possibilities.

- **\*New in 2016\*GCSE (Edexcel only)** - If your 6<sup>th</sup> Form place depends upon your grade you need to complete the EAR form for a **Priority Service 2P** (review of marking). Please note this has a deadline of **31<sup>st</sup> August 2017**. Please complete the relevant form (page 6) and return before the above deadlines. Please make payment via ParentPay prior to submitting forms.
- **A2 LEVEL ONLY** - If your University place depends upon your grade you need to complete the EAR form for a **Priority Service 2P** (review of marking). Please note this has a deadline of **24<sup>th</sup> August 2017**. Please complete the relevant form (page 6) and return before the above deadlines. Please make payment via ParentPay prior to submitting forms.
- If your University place does **NOT** depend on your grade then you may ask for:
  - A copy of your script – (ATS page 6)
  - A clerical check – (Service 1 page 6)
  - A review of marking – (Service 2 page 6)
- Please complete the relevant form and return before the above deadlines. Please make payment via ParentPay prior to submitting forms.

### 3. Return of original scripts – (Page 7)

If you would like your original script returned to you for general interest, or to inform future learning, please complete the relevant form and return to the exams office with the appropriate fee made payable on Parentpay.

### 4. Access to script - \*PRIORITY\*

This service is available for GCE AS and A-level scripts to help decide if an EAR service 1 or 2 should be applied for; this service is not available if an EAR priority service 2 is applied for.

**\*New since 2016\*** This service is available for EDEXCEL GCSE

### 5. Post Results Fees – (Page 8)

### 6. Re-sits GCSE ONLY (Page 9)

Re-sits in November are only available in English, English Literature and Maths. If you would like to re-sit any exam in the November examinations season then please complete the form and return it to the exams office with the appropriate fee.

## Missing and incomplete result queries

If your statement of results show any of the following codes please fill in the details below and return this page to the exams office immediately.

- No Result (X)
- Partial Absence (grade #)
- Missing Results
- Pending (Q)
- No Result Possible (Y)

This incurs no fee.

Candidate Name \_\_\_\_\_ House Group \_\_\_\_\_

Candidate Number \_\_\_\_\_

Missing and Incomplete results

Awarding Body	Specification/Unit Number	Specification/Unit Name	Result status (X, #, Q, No result)

Signed \_\_\_\_\_ Date \_\_\_\_\_

RECEIVED BY Examination Officer:	
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## **Post Results Services and Enquiries about Results (EAR)**

If you wish to enquire about your results the following services are available:

### **Access to Script Original (ATSO) - Deadline 28<sup>th</sup> September 2017**

This service allows you to request a copy of a marked exam paper to support teaching or learning. **Once an exam paper has been returned it's not possible to request for a review of marking (EAR2/EAR2P)**

### **Access to Script Priority (ATSC photocopy) - Deadline (AS & A-level) 24<sup>th</sup> August 2017 & GCSE 31<sup>st</sup> August 2017**

#### **GCSE Priority Script Available from Edexcel, OCR & WJEC BUT NOT AQA**

This service allows you to request a copy of an exam paper so you can make a decision about whether to apply for a review of marking (EAR2). This service is not suitable for candidates with university places at risk. If you require an urgent re-mark you should progress straight to a priority review of marking (EAR2P). You will not be able to request an EAR2P service if you request this service.

### **Access to Script Original (ATSPE *post review of marking*)- Deadline 21<sup>st</sup> September 2017**

This service allows you to request a copy of an exam paper once it has been reviewed as part of an Enquiry About Results (EAR) request. It includes a copy of the marked exam paper, sent either electronically as a PDF or as a printed hard copy. This service should be requested at the same time as the Enquiries About Result (EAR) request.

### **Service 1 (Clerical re-check) – Deadline 21<sup>st</sup> September 2017**

This service is a re-check of all clerical procedures leading to the issue of a result. 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 application of any adjustments
- The application of grade thresholds
- The application, where applicable, of any special consideration

The outcome of the re-check will be reported along with a statement of the total mark for each unit or component included in the enquiry.

### **Service 2 (Review of marking) – Deadline 21<sup>st</sup> September 2017**

This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. It is not a re-marking of the candidate's script. The awarding body will have trained its reviewers to conduct reviews of marking accurately and consistently. This service will include:

- The clerical re-checks as detailed in Service 1;
- A review of marking as described above

### **Service 2P (Priority Review of marking) – Deadline 24<sup>th</sup> August 2017**

This service is as Service 2. However, it is only available if a GCE A-level candidate's place in higher education is dependent on the outcome. Service 2P is offered on a priority basis where ALL of the following criteria are met:

- The enquiry is about a GCE, GCSE (**Edexcel ONLY**), VCE or AEA unit.
- A candidate's place in further/higher education depends upon the outcome
- The application is submitted no later than **15:00 on 24<sup>th</sup> August 2017**

**This service is not available for GCSE (except Edexcel – see below) and other Level 2 qualifications**

## **Post Results Services and Enquiries about Results (EAR) contd**

### **Service 2P (Priority Review of Marking GCSE) – Deadline 31<sup>st</sup> August 2017**

This is a new service introduced by Edexcel in 2016 which will enable GCSE students to request a priority review of marking should a place at a 6<sup>th</sup> Form College depend on the result. The application should be submitted no later than **15:00 on 31<sup>st</sup> August 2017**

**If an enquiry is made about the result of one of your examinations after your subject grade has been issued, there are three possible outcomes:**

- Your original mark is confirmed as correct, and 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.
- Your original mark is lowered, so your final grade may be lower than the original grade you received.

**In order for any of the above enquiries to be carried out you must:**

- Obtain an EAR form (either from the school website OR from the Exams Office).
- Complete the form, giving your consent, and hand it in along with the relevant fee to the Exams Office

The outcome of all enquiries will be confirmed in writing. UCAS will be advised of any changes to GCE subject grades. The Awarding Bodies cannot give a time frame in which remark results will be returned, it very much depends on how many markers there are available and also how many centres and candidates request the services. A photocopy of a re-marked script along with the outcome of enquiries about results may be requested at the time of enquiry.

## Enquiries about Results

Candidate Name \_\_\_\_\_ Form \_\_\_\_\_

Candidate Number \_\_\_\_\_ Mobile Number \_\_\_\_\_

**NOTE: The deadline for Service 2P is 3:00pm on 24<sup>th</sup> August 2017 (GCE/A2), 3.00pm 31<sup>st</sup> August 2017 (Edexcel GCSE Only) and the deadline for Service 1 & 2 is 21<sup>st</sup> September 2017**

### Photocopy of Script

Awarding Body	Subject / Specification Name	Component Code	Priority Service? (Y/N)	Fee (Page 8)
Total Fee				

### Clerical Check / Review of Marking

Awarding Body	Subject / Specification Name	Unit Number	Service required (Page 4)	Priority Service? (Y/N)	Copy of re-marked script required?	Fee (Page 8)
<i>e.g AQA</i>	<i>English</i>	<i>ENG1F</i>	<i>2</i>	<i>n</i>	<i>n</i>	<i>£34.20</i>
Total Fee						

**PLEASE NOTE:** This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. It is not a re-marking of the candidate's script. The awarding body will have trained its reviewers to conduct reviews of marking accurately and consistently. Reviewers will not re-mark the script.

I give my consent to the Exams Officer to make an enquiry about the result of the examination(s) listed above. In giving my 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 \_\_\_\_\_

**Please return this form along with confirmation of payment on ParentPay to the exams office**

Payment Method: PARENTPAY  if you have not yet activated your parentpay a/c please contact finance office

Total payment received	£	Service applied for	/ /2017	Outcome received	/ /2017	Candidate notified	/ /2017	Enquiry complete	/ /2017
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## Return of Original Scripts

Candidates will be able to request access to their own scripts for general interest or to inform future learning.

**Requesting Original Scripts – The deadline to reach school is 28<sup>th</sup> September 2017**

These scripts will not be eligible for enquiries about results.

If you wish to request access to any of your scripts please fill in the details below and return it, along with the correct fee to the Exams Office.

**Candidate Name** \_\_\_\_\_ **Form** \_\_\_\_\_

**Candidate Number** \_\_\_\_\_ **Mobile Number** \_\_\_\_\_

**\* For 2017 – EDEXCEL will not charge for Access to Original Scripts\***

### Return of Original Script

Awarding Body	Subject / Specification Name	Component Code	Fee
Total Fee			

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Please return this form along with confirmation of payment on ParentPay to the exams office by 28<sup>th</sup> September 2017**

Payment Method: **PARENTPAY**  *if you have not yet activated your parentpay a/c please contact finance office*

Total payment received	£	Service applied for	/ /2017	Outcome received	/ /2017	Candidate notified	/ /2017	Enquiry complete	/ /2017
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## Post-results services (PRS): deadlines, fees and charges – Summer 2017

This information is taken from the JCQ [PRS](#) publication summarising the post-results services offered by the JCQ member awarding bodies. These services are:

- **Enquiries about results (EAR):** clerical re-check; mark review; moderation review; appeals
- **Access to scripts (ATS):** access to marked examination scripts

This form does not cover missing or incomplete results; these are referred directly to the individual awarding body's missing or incomplete results service (MIRs) on results day without charge.

Post-results service	Deadline	AQA fees	OCR fees	Pearson Edexcel PRS fees	WJEC PRS fees
EAR Service 1: Clerical re-check	21 <sup>st</sup> September	<b>GCE</b> £16.10	<b>GCE</b> £16.40	<b>GCE</b> £11.10	<b>GCE</b> £10
		<b>GCSE</b> £8.05	<b>GCSE</b> £16.40	<b>GCSE</b> £11.10	<b>GCSE</b> £10
EAR Service 2: Mark review	21 <sup>st</sup> September	<b>GCE</b> £42.25	<b>GCE</b> £45.60	<b>GCE</b> £41.70	<b>GCE</b> £36
		<b>GCSE</b> £36.50	<b>GCSE</b> £45.60	<b>GCSE</b> £35.90 <b>BTEC</b> £35.90	<b>GCSE</b> £36
EAR Priority Service 2: Mark review	24 <sup>th</sup> August	<b>GCE</b> £50.30	<b>GCE</b> £56.30	<b>GCE</b> £49.70	<b>GCE</b> £46
	31 <sup>st</sup> August	<b>GCSE</b> n/a	<b>GCSE</b> n/a	<b>GCSE</b> £41.25	<b>GCSE</b> n/a
ATS: Priority copy <sup>1</sup>	24 <sup>th</sup> August	<b>GCE</b> £13.95	<b>GCE</b> £ 11.40	<b>GCE</b> n/a	<b>GCE</b> £11
	31 <sup>st</sup> August	<b>GCSE</b> n/a	<b>GCSE</b> £11.40	<b>GCSE</b> n/a	<b>GCSE</b> £11
ATS: Original	28 <sup>th</sup> September	<b>GCE</b> £11.00	<b>GCE</b> £ 11.00	<b>GCE</b> Free	<b>GCE</b> £11
		<b>GCSE</b> £11.00	<b>GCSE</b> £ 11.00	<b>GCSE</b> Free <b>BTEC</b> Free	<b>GCSE</b> £11
ATS: Post-EAR copy <sup>2</sup>	21 <sup>st</sup> September	<b>GCE</b> £13.95	<b>GCE</b> £ 11.40	<b>GCE</b> £11.10	<b>GCE</b> £11
		<b>GCSE</b> £13.95	<b>GCSE</b> £ 11.40	<b>GCSE</b> £11.10 <b>BTEC</b> £11.10	<b>GCSE</b> £11

### Points to note:

Certain subjects may attract different fees

<sup>1</sup> This service is to request a copy of script to support an EAR; this service is not available if an EAR priority service 2 has been requested. You will not be able to request an EAR2P service if you request this service.

<sup>2</sup> This fee may be included in the priority service 2 offering dependent on awarding body and is normally applied for with the EAR request

NB : Drama & Art will cost £55.60 approx per student for review of marking



## Re-sits GCSE ONLY

Re-sitting Units – This does not need to be organised until next term - Deadline to reach the EXAM OFFICE will be **Friday 29<sup>th</sup> September 2017**

Re-sits are only available in English, English Literature and Maths. You MUST discuss any potential re-sit with your subject teacher and be aware that your re-sit result may be lower than your original result.

Maths :            1MA1 H/1MA1 F    -        £33.70

English :        English Language    -        £35.70  
                       English Literature    -        £33.60

**FEES DOUBLE AFTER Friday 29<sup>th</sup> September!**

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### EXAM RE-SIT FORM

RECEIVED BY Examination Officer:	
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Exam Board	Subject	Unit Number	Fee	Date Entry Made (Leave Blank)
<b>TOTAL</b>				

Please return this form along with confirmation of payment on ParentPay to the exams office by **Friday 29<sup>th</sup> September 2017**

SIGNED: \_\_\_\_\_

DATE : \_\_\_\_\_

STUDENT NAME: \_\_\_\_\_

CANDIDATE NUMBER: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Head of Department Signature:	
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Payment Method:    PARENTPAY        *If you have not yet activated your parentpay a/c please contact the finance office*