

## INFORMATION FOR BTEC STUDENTS

### POST-RESULTS SERVICES FOR JUNE 2018 BTEC EXAMS

If you would like a remark please use this form for BTEC subjects only.

The following is a brief synopsis to inform you about post-results services available to you.

This pack contains:

- ◆ Information about Enquiries about Results (EAR)
- ◆ Information about Access to Scripts (ATS)
- ◆ Important information about post-results services
- ◆ Deadline for submitting forms
- ◆ Fees charged by the Awarding Bodies
- ◆ An application form for completion and signature

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#### ENQUIRIES ABOUT RESULTS (EAR)

Enquiries must be made within the enquiry period immediately following the publication of results. Applications cannot be submitted retrospectively for previous series.

Awarding Bodies offer the following services:

##### Service 1 (Clerical re-check)

This service provides re-checks of all clerical procedures leading to the issue of a result and 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 – please indicate on your application if special consideration was requested at the time of the examination
- ◆ **if requested**, a photocopy of the re-checked script(s) for those units/components included in access to scripts

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 (Re-mark)

This service provides a re-marking of externally assessed units/components. This service will include:

- ◆ the clerical re-checks detailed in Service 1
- ◆ the re-assessment of units/components by a senior examiner
- ◆ **if requested**, a copy of the re-checked script(s) for those units/components included in access to scripts. (If the nature of the unit/component is such that access to scripts cannot be undertaken, then a report may be requested). Please indicate on your form if you wish to receive a copy as well.

##### Outcome of enquiries

- ◆ The EAR fee will be refunded if the UMS mark is changed such that the grade changes.

## **ACCESS TO SCRIPTS (ATS)**

**If you want to review your script BEFORE a remark you MUST request a priority copy in the first week after GCSE results day. See the deadline date on page 3. After this deadline has passed, you will only be able to see a copy of your script once the remark window is closed.**

You may also request copies of re-marked scripts along with the outcome of enquiries about results. (Please indicate this requirement on the EAR form).

Candidates are able to request access to their own scripts for general interest or to inform future learning. Original scripts will be returned. Once the original script has been returned, it will **NOT** be eligible for enquiries about results. **It will not arrive until after the deadline for remarks has passed.** Please note that orals, audio/video tapes and all centre-assessed coursework are excluded from this return service.

You may also request copies of re-marked scripts along with the outcome of enquiries about results. (Please indicate this requirement on the EAR form).

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## **PLEASE NOTE THE FOLLOWING IMPORTANT INFORMATION**

All Enquiries about Results or requests for Access to Scripts must be made by the School. Awarding Bodies will **NOT** accept applications submitted by candidates or parents.

**Enquiries about Results may lead to a candidate's marks and grades being confirmed, raised or LOWERED.**

As a consequence, you will need to give your informed consent by completing and signing a consent form for enquiry Services 1 and 2 to be conducted. This is the only mechanism by which concerns will be addressed.

POST-RESULTS SERVICES FEES FOR JUNE 2018 BTEC	
Standard Fee per component/module/unit/script	
	EDEXCEL
<u>Service 1</u> Clerical check	£21.10
<u>Service 1</u> Clerical check (with access to script)	£32.20
<u>Service 2</u> Priority Re-mark	£59.70
<u>Service 2</u> Priority Re-mark (with access to script)	£70.80
<u>Service 2</u> Re-mark	£45.90
<u>Service 2</u> Re-mark (with access to script)	£57.00
<u>Access to Script</u> (photocopy)	£10.00
<u>Access to Script</u> (original)	£10.00
<u>Access to Script</u> (post review of marking)	£21.10

Prices are per paper e.g GCSE Maths comprises 3 papers. The fee above is for just 1 paper.

(These costs include an administration fee of £10.)

KEY DATES AND DEADLINES FOR THE JUNE 2018 BTEC EXAMINATION SERIES		
Key Dates	EAR	ATS
17 September 2018 12 noon	<ul style="list-style-type: none"> <li>Last date to request a remark</li> </ul>	
17 September 2018 12 noon		<ul style="list-style-type: none"> <li>Last date to request a script</li> </ul>

**PLEASE NOTE THAT YOUR FAILURE TO MEET THESE DEADLINES WILL MEAN THAT YOUR APPLICATION WILL NOT BE PROCESSED.**

It is hoped that you will find the above useful to enable you to make an informed decision about Post-Results Services available to you. If you wish to take advantage of any of these services, please ensure that you submit the application form, duly completed and signed, together with your cheque before the above deadline directly to the Exams Officer.

**REQUESTS FOR POST-RESULTS SERVICES FOR BTECs**

Candidate Name	
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Candidate number				
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Email address	
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Mobile Number	
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Subject Name	
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Component/Unit Code(s)																

**ENQUIRIES ABOUT RESULTS (EAR)**

Enquiry Service (please tick)

Copy of remarked script only available **AFTER** the deadline closes

SERVICE 1	
SERVICE 2	

YES	
NO	

**ACCESS TO SCRIPTS (ATS)**

Copy of Priority Script ONLY

Request for Non-Priority Script

YES	
NO	

YES	
NO	

Awarding Body ( <i>please tick</i> )	EDEXCEL	
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<b>FEE PAYABLE FOR REMARK</b>	£
<b>FEE PAYABLE FOR ACCESS TO SCRIPT</b>	£

<b>Total Fee Payable</b>	£
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**EAR/ATS**

Where the request relates to an EAR, I confirm that I have been informed of the possible outcomes of the enquiry. I am aware that the subject grade could be lowered, and I hereby give my consent for this enquiry to be made.

Where the request is for an ATS (original), I understand that once the script has been returned, it will not be eligible for enquiries about results.

I enclose a cheque for £..... made payable to HASMONEAN HIGH SCHOOL for the Post-Result Service requested above.

Signature:.....