

INFORMATION FOR YEAR 12/13 STUDENTS

POST-RESULTS SERVICES FOR AS AND A2 JUNE 2018 EXAMS

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
- ◆ Deadlines 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

- ◆ If the module is part of an overall grade for which a certificate has been applied for that season the EAR fee will only be refunded if the overall grade changes, irrespective of whether or not the module grade changes.
- ◆ If the module is not part of an overall grade for which a certificate has been applied for that season the EAR fee will be refunded if the module grade changes.

ACCESS TO SCRIPTS (ATS)

Priority Scripts (copy)

GCE candidates are able to request access to scripts prior to deciding to lodge an enquiry about results. Copies of the scripts will be returned.

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).

Non Priority Scripts (original)

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.

AS/A2 – if you want to review your script BEFORE a remark you MUST request a priority copy in the first week after A level results day. See the deadline date on the next page. After this deadline has passed, you will only be able to see a copy of your script once the remark window is closed.

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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.

- ◆ The deadline for applying for ATS (Priority) for enquiry purposes is **12.00 noon on Thursday 23rd August 2018**
- ◆ The deadline for applying for any of the other services is **12.00 noon on Monday 17th September 2018**

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

POST-RESULTS SERVICES FEES FOR GCE AS/A2 JUNE 2018			
Standard Fee per component/module/unit/script			
	OCR	AQA	EDEXCEL
<u>Service 1</u> Clerical check	£26.90	£26.10	£21.10
<u>Service 1</u> Clerical check (with access to scripts)	£38.65	£40.45	£32.20
<u>Service 2</u> PRIORITY Re-mark NO SCRIPT	£68.00	£61.75	£59.70
<u>Service 2</u> PRIORITY Re-mark WITH SCRIPT	£79.75	£76.10	£70.80
<u>Service 2</u> NON PRIORITY	£57.00	£53.45	£51.70
<u>Service 2</u> NON PRIORITY WITH SCRIPT	£68.75	£67.80	£62.80
<u>Access to Scripts</u> Non-priority (AFTER EAR HAS CLOSED)	£21.35	£21.30	£10.00
<u>Access to Scripts</u> Priority	£21.75	£24.35	£21.10

Charges are per unit/paper. (These costs include an administration fee of £10.)
In subjects containing only one external component, the full subject fee will apply.

KEY DATES AND DEADLINES FOR THE GCE JUNE 2018 EXAMINATION SERIES		
Key Dates	EAR	ATS
16 th August 2018	• Issue of GCE results	• Issue of GCE results
23 rd August 2018 12 noon	• Last date to request a priority remark	• Last date to submit requests for Priority Scripts for enquiry purposes for both priority remark & priority ATS service
17 th September 2018 12 noon	• Last date to request a remark	• Last date to request a Non-Priority script.

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 YEAR 12/13

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 **AFTER** remark is complete

SERVICE 1	
SERVICE 2	

YES	
NO	

ACCESS TO SCRIPTS (ATS)

Priority access to script **BEFORE REMARK**

Non-Priority Script arrive **AFTER** remark deadline

YES	
NO	

YES	
NO	

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

Total Fee Payable	£
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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:.....

Date:.....