



POST RESULTS SERVICES: Review of Results and Access to Scripts

Enquiry, Consent and Payment Form

Please complete and return this form in a clearly labelled envelope to the Post Box in Reception. Payment in full needs to be made via ParentPay before the request is processed. Details of fees and deadlines are detailed on the reverse of your results and also published on the school website.

Service 1a	Clerical re-check <i>This is a re-check of all clerical procedures leading to the issue of a result. This service will include the following checks:</i> <ul style="list-style-type: none"> • that all parts of the script have been marked; • the totalling of marks; • the recording of marks.
Service 1b	Clerical re-check with copy of re-checked script
Service 2a	Review of marking <i>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. This service will include:</i> <ul style="list-style-type: none"> • the clerical re-checks detailed in Service 1a; • a review of marking as described above.
Service 2b	Review of marking with copy of reviewed script
Service 3a	Priority review of marking <i>This service is as Service 2a. It is only available if a GCE A-level candidate's place in higher education is dependent on the outcome. For GCSE – Pearson only.</i>
Service 3b	Priority review of marking with copy of reviewed script
Service 4	Priority copy of script to support a review of marking <i>To be used to determine whether or not to apply for a clerical re-check or review of marking. It is NOT to be used if considering a priority post-results review of marking. Copies will be returned no later than 8th September.</i>
Service 5	Copy of script to support teaching and learning <i>This service is to request the original script to be returned to candidate. Original or an electronic image of the script will be returned after 29th September but no later than 3rd November.</i>

Centre Number 28320				Centre Name South Wolds Keyworth	
Candidate Number				Candidate Name	
Candidates Contact Number				Candidates Email	
Awarding Body	Level	Exam Code	Exam Title	Service Number	Fee
				Total Cost	

In order to proceed with Services 1, 2 and 3, you must sign below, to confirm that you have understood the possible outcomes of an enquiry.

I give my consent for the Examinations Officer to make an enquiry about the result of the examination(s) listed above. In giving consent, I understand that the final subject grade and/or mark awarded to me following an enquiry about the result and any subsequent appeal may be lower than, higher than, or the same as the result which was originally awarded for this subject.

Candidate Signature: **Date:**

For Exams Office use only

Payment received £

Service applied for date:

Outcome received date:

Candidate notified date:

Enquiry complete date: