

Post-Results Services: Enquiry, Consent and Payment Form

Information for candidates

The following information explains what may happen following an enquiry about a result and any subsequent appeal. If your school or college makes an enquiry about a result, (a review of the original marking) and a subsequent appeal, for one of your examinations after your subject grade has been issued, there are three possible outcomes:

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

Service No.	Post-result service	Service No.	Post-result service
1	EAR Service 1 – Clerical Re-check	5	EAR Service 2 – Post-Results Review of Marking
2	EAR Service 1 – Clerical Re-check with copy of re-checked script	6	EAR Service 2 – Post-Results Review of Marking with copy of reviewed script
3	EAR Priority Service 2 – Post-Results Review of Marking	7	Access to Scripts - Priority
4	EAR Priority Service 2 – Post-Results Review of Marking with copy of script	8	Access to Scripts - Original

In order to proceed with the enquiry about results, you must complete and sign this form. This tells the head of your school or college that you have understood what the outcome might be, and that you give your consent to the enquiry about results being made.

Centre No:

Centre Name:

Candidate No:

Candidate Name:

Contact No:

Email:

Details of Enquiry

Awarding Body	Qualification	Component Code	Component Title	Service No.	Fee
XXX	GCSE	XXXX	Insert Title	5	£
				Total Cost	£

Please pay by cash or cheque (payable to Digitech Studio School). Requests cannot be made without accompanying payment and candidate's signature.

Candidate Consent

I give my consent to the head of my examination centre 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 may subsequent appeal may be lower than, higher than, or the same as the result which was originally awarded for this subject.

Signed:..... Date:

ACCESS TO SCRIPTS

I consent to my scripts being accessed by my centre

Tick ONE of the boxes below:

If any of my scripts are used in the classroom, I do not wish anyone to know they are mine. My name and candidate number must be removed

If any of my scripts are used in the classroom I have no objection to other people knowing they are mine

Signed:..... Date:

For Exams Office Use Only

Request made:	
Payment received:	
Service applied for date:	
Outcome received date:	
Candidate notified date:	
Enquiry complete date:	

This form should be retained on the centre's file for at least six months following the outcome of the enquiry about results or any subsequent appeal.