

ENQUIRIES ABOUT RESULTS/ACCESS TO MARKED SCRIPTS INFORMATION FOR STUDENTS

Enquiries about results

If you wish to make an enquiry about any of your results, please read and complete the enclosed Enquires/Consent form which should be returned to the school, along with payment, before the stated deadline dates. Payment can be made by cash or cheque.

When the request and payment is received, the enquiry will then be made.

Access to scripts

You may be aware that it is now possible for individual candidates, or their school, to request original exam papers (scripts) for the following:

**All GCE A and AS Level
All GCSE**

If you are interested in requesting your script, please note the cost will be **per script (component)**, not per subject. You will also need to complete the enclosed Enquiries/Consent form and state which exam board you wish to request a script from i.e. **AQA, EDEXCEL, OCR or WJEC** and the component code and subject together with the Service number. Please then pass this form, along with payment, to the Exams Office before the stated deadline date.

N.B. If original scripts are requested, you will not then be able to enquire about the result for that particular subject. If you do wish to enquire about a result, and would also like the script(s), the script(s) must be requested when the enquiry is made.

Please note that any requests cannot be made without accompanying payment and candidate's signature. Cheques should be made payable to 'Digitech Studio School'.

Examination Certificates

Your results slips are a provisional statement of your results; they are not certificates. The Examination Boards provide certificates once the enquiry deadlines have passed and you will need these as official evidence of your results. It is important that you remember to collect your Examination Certificates; they will be available for collection from Reception during January 2019. This must be done in person, as they will need to be signed for.