

APPENDIX A



AQA City & Guilds CCEA OCR Pearson WJEC

ENQUIRIES ABOUT RESULTS AND APPEALS

Candidate consent 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 and a subsequent appeal of 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.

In order to proceed with the enquiry about results, you must sign the form below. 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.

Candidate consent form

Centre Number	Centre Name
Candidate Number	Candidate Name

Details of enquiry (Awarding Body, Qualification level, Subject title, paper/unit)

.....
.....

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 awarded to me following an enquiry about the result and any subsequent appeal may be lower than, higher than, or the same as the grade which was originally awarded for this subject.

Signed: Date:

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

APPENDIX B



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ACCESS TO SCRIPTS

Candidate consent form for use of examination scripts

Centre Number	Centre Name
Candidate Number	Candidate Name
Subject	Component/unit code

Tick **ONE** of the boxes below:

- If any of my scripts are used in the classroom I do not wish anyone to know it is 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:

This form should be retained on the centre's files.

5. Which post-results service do I want?

Which post-results service suits you?

HAPPY WITH THE GRADES AND JUST WANT THE SCRIPTS BACK?

Do not ask for it as if you want to see a script to help decide whether or not you want a marker-review. By the time you get the script back, the deadline for EaRs will have gone.

Request Access to Scripts service to support teaching and learning

For the June series, scripts may not be sent until early November

You should receive June series scripts by mid November

CONCERNED BUT WANT TO SEE SCRIPT BEFORE GOING TO EaR?
 Service for GCE only. If university place pending, recommend you straight to EaR. If you want a Priority Service you CANNOT ask for a copy of the script first.

Request Access to Scripts Priority copy

Received copy and still concerned?

CONCERNED ABOUT AN INDIVIDUAL CANDIDATE?

Want copy of script after it's been reviewed? Then when making EaR request, choose option that includes copy of reviewed script

University place pending?

NO

Request EaR Service 2 by deadline

YES

Request Priority Service 2 by Priority deadline (GCE only)

Receive EaR outcome

CONCERNED ABOUT AN ENTIRE COHORT?

Submit requests for 10% of cohort (min 8 max 20)

Still concerned? Contact Awarding Body within 14 days