



POST-RESULTS SERVICES – JANUARY 2024 BTECS



Please read this information carefully. It could have serious implications for your future.

How to Request Post-Results Services

To request any post-results services, please complete the attached request form and hand/email it to the Examinations Officer – exams@phs.cheshire.sch.uk

No requests can be processed without a signed form and payment made via Evolve (where applicable)

Access to Scripts (ATS)

- **Photocopy of Script:** This is useful if you want to find out where you lost marks and how to improve if you plan to re-sit the paper. Teachers may also ask your consent for this service so they can use the paper for Teaching and Learning. **Deadline: 3:30PM on Tuesday 16th April 2024**

Enquiries About Results (EAR) – Fee information overleaf

There are two main options, both are charged by the exam boards:

- **Clerical Re-Check:** This checks all the clerical procedures, e.g. all questions have been marked, totals correctly added up and correctly recorded. **Deadline: 3:30PM on Tuesday 16th April 2024**
- **Review of Marking:** This reviews the original marking and also includes a Clerical Re-Check. Please note, this option does not mark your paper from scratch, it simply checks the original marker applied the mark scheme correctly. **Deadline: 3:30PM on Tuesday 16th April 2024**

IMPORTANT: The outcome of any EAR could result in your grade going down, remaining the same, or going up. By requesting one of these services, you understand that this may happen and this cannot be changed again if you are unhappy with the outcome.

Candidates must sign the application form before any enquiry about results can be made.



Post-Results Service Fees

All fees below are per paper, not per subject

Awarding Body	Clerical Re-Check	Review of Marking	Access to Script	Post RoM Access to Script
Pearson Edexcel	£12.50	£44.50	No Charge	£13.80

These options are available to you on Evolve, please purchase the correct amount of required services and send your application form to the Examinations Officer. Once payment is confirmed, your requested services will be applied for.

If, as a result of an Enquiry About Results, the **overall subject grade** is changed, the payment will be refunded. Some exam boards refund the whole fee, others only refund the paper that made the grade increase. If you would like confirmation, please speak to the Examinations Officer.

Tolerance

A decision by Ofqual means that exam boards can only correct genuine marking errors, they cannot change 'reasonable marks.' This means that, even if the person reviewing the mark awarded feels it could have been a little higher or lower, it cannot be changed so long as the original mark awarded was 'reasonable' within the range of marks possible (within tolerance) for the answer. The likely outcome of this decision is that fewer students than in previous years will receive changes of marks.

POST-RESULTS SERVICE APPLICATION FORM




Candidate Name:

Contact Number: Candidate No:

Candidate E-Mail: Form:

I have received my results and I now wish to do the following:

SUBJECT	PAPER CODE / TITLE	CLERICAL RE-CHECK	REVIEW OF MARKING	ACCESS TO SCRIPT
<i>e.g English Language</i>	<i>8700/2 OR English Language paper 2</i>			

A copy of all fee information can be found in your results envelope and also on the PHS website, under 'Exam Information'. You **MUST** pay for the requested services on Evolve **BEFORE** any requests can be processed.

IMPORTANT INFO: By requesting a Clerical Re-Check or Review of Marking, you understand your mark may go up, down, or remain the same. If your grade changes, a refund will be issued.

☐ I give my permission for the Poynton High School Examinations Officer to carry out the above tasks on my behalf.

SIGNED BY STUDENT: DATE:

Please return this completed form to the **Examinations Officer** located near the Hall, or by emailing a scan/clear picture to exams@phs.cheshire.sch.uk by the deadline specified on the information sheet.
Requests received after the deadlines are not guaranteed to be processed.