

RETAIN:

SCALBY SCHOOL

BEING THE BEST WE CAN BE

POST RESULT SERVICES APPLICATION

CANDIDATE
NAME _____

CANDIDATE
NUMBER _____

SERVICE REQUESTED *[please tick]*

ENQUIRY ABOUT RESULTS [EAR]

ACCESS TO SCRIPTS (ATS)

Service 1: Clerical Recheck

Service 2: Review of marking

Information on deadlines and fees is on the reverse of this document

DETAILS TO BE COMPLETED IN FULL

AWARDING BODY: _____

SERIES: _____

SUBJECT: _____

SUBJECT CODE: _____

UNIT TITLE(S): _____

UNIT CODE(S): _____

LEVEL: _____

BY SIGNING AND DATING THIS FORM I CONFIRM THAT I WISH TO REQUEST THE SERVICE(S) INDICATED ABOVE:

In relation to EARs, I give my consent to Scalby School to make an enquiry about the result of the examination/s listed above, and agree to pay any fees that may be incurred. 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.

In relation to ATS, I consent to my scripts being accessed by Scalby School.

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.

Signature [Candidate]: _____ **Date:** _____

Signature [HOD]: _____ Date: _____

Signature[#] [HT]: _____ Payment source: _____

If non-Department school budget is to be charged—please obtain Head Teacher signature here and specify where payment will be sourced from.

Accepted by:	Date:	Fee:
Request entered by:	Date:	AB Ref No:
EAR received:		ATS received:
ORIGINAL Result =	UMS =	PRS Result =
		UMS =

Please read this leaflet carefully, taking particular note of DEADLINES and FEES; late applications will not be accepted

In order to proceed with any post-results service request, you must fully complete and sign the other side of this form. This confirms that you have understood what the outcome might be, and that you give your consent for the service(s) requested. You must also obtain the relevant Head of Department signature for each subject request. The completed form(s) and payment(s) should be with the Exams Manager by the appropriate deadline for processing.

- FORMS WILL NOT BE ACCEPTED AFTER THE DEADLINE
- PAYMENT OF THE TOTAL AMOUNT MUST BE MADE BY CHEQUE (payable to Scalby School) AT THE TIME OF SUBMISSION
- FORMS WILL NOT BE ACCEPTED WITHOUT PAYMENT (except in the case of school requests)

ENQUIRIES ABOUT RESULTS (EAR)

Service 1: Clerical re-check

This is a re-check of all clerical procedures, leading to the issue of a result. This service does NOT re-mark a script, but simply checks all aspects of administration relating to the script (adding up of marks etc.). Marks may go up, down or stay the same.

If required, a copy of the re-checked script/s may be requested along with a review of marking. This must be requested at the time of submitting the application.

Fees per script (with no photocopy):

AQA £7.55 **OCR £16.10** **Pearson £10.30** **WJEC £10.00**

Fees per script for a photocopy: [additional cheque to the value stated is required for the copy in addition to that above]

AQA £13.10 **OCR £11.20** **Pearson £10.30** **WJEC £12.00**

Application with consent and payment must be made to Examinations Manager no later than 9am on Wednesday 14 Sept '16.

Service 2: Post-results review of marking

This is a review of the original marking to ensure that the agreed mark scheme has been applied correctly. Marks may go up, down or stay the same.

If required, a copy of the reviewed script/s [or report for non-paper tests] may be requested along with a review of marking. This must be requested at the time of submitting the application.

Fees per script (with no photocopy):

AQA £34.20 **OCR £44.90** **Pearson £33.20** **WJEC £35.00**

Fees per script for a photocopy: [additional cheque to the value stated is required for the copy in addition to that above]

AQA £12.85 **OCR £11.20** **Pearson £10.30** **WJEC £12.00**

Application with consent and payment must be made to Examinations Manager no later than 9am on Wednesday 14 Sept '16.

ACCESS TO SCRIPTS (ATS)

When requesting ORIGINAL scripts they may only be requested to *support teaching and learning*

Fees per script:

AQA £10.30 **OCR £10.80** **Edexcel £10.30** **WJEC £12.00**

Application with consent and payment must be made to Examinations Manager no later 9am on Wednesday 28 Sept '16.