



**Longhill High School Exams
Office**
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ENQUIRIES ABOUT RESULTS (EAR)

If you are considering a re-mark of one or more of your exam papers please contact your subject teacher or the Exams Office. They should be able to give you a breakdown of your marks and how close to the grade boundaries they are.

If you then wish the school to process an Enquiry About Results (EAR) or Access to Scripts (ATS), please complete the attached consent form and return to Mrs Jones in the Exams Office with the appropriate fee before the deadline of **FRIDAY, 15th SEPTEMBER 2017**. (Cheques **ONLY** made payable to Longhill High School).

Available Options:

Service 1 – Clerical check (EAR1)

A check of all clerical procedures which lead to the issuing of the result, making sure:

- all parts of the exam paper have been marked
- marks have been recorded/added up correctly
- special consideration has been applied (where appropriate)
- the grade boundaries have been applied accurately

Service 2 – Re-mark (EAR2)

Check of examiners marking. This includes:

- clerical check (as detailed in Service 1 above)
- a review of marking of units/components by a senior examiner

Access to Scripts (ATS)

You may request to have your marked script returned after an EAR.

You may also request to just have your marked script returned however, once this has been returned you will be unable to request an Enquiry About Results.

PLEASE NOTE:

If you make an Enquiry About Results there are three possible outcomes:

- 1 Your original mark is confirmed as correct and there is no change to your grade.
- 2 Your original mark is raised so that your final grade may be higher than the original grade you received. In this case your fee will be refunded.
- 3 Your original mark is **lowered** so that your final grade may be lower than the original grade you received.

Please be aware that in this case, the LOWER mark will count.

Any requests that arrive after the deadline of the 15th September will not be processed

Post-Result Service Fees 2017 (per component, unit or module)

Exam Board	(ATS) Script return	(EAR1) Clerical Check	(EAR1) Clerical check+copy of script	(EAR2) Re-mark	(EAR2) Re-mark +copy of script
AQA GCSE	£11.00	£8.05	£22.00	£36.50	£50.45
EDEXCEL GCSE	£11.10	£11.10	£22.20	£35.90	£47.00
OCR GCSE	£11.40	£16.40	£27.80	£45.60	£57.00
WJEC GCSE	£11.00	£10.00	£21.00	£36.00	£47.00

Further information regarding grade boundaries can be found on the following exam board websites:

AQA - www.aqa.org.uk

EDEXCEL (also known as Pearson) – qualifications.pearson.com

OCR – www.ocr.org.uk

WJEC – www.wjec.co.uk

ENQUIRIES ABOUT RESULTS

Candidate consent form

Information for candidates

If your examination centre makes an enquiry about the result 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, and 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 centre 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 56150	Centre Name Longhill High School
Candidate Number (if known)	Candidate Name

Details of enquiry

Exam board	Subject title / code
	Component / Unit / Module code *ask your subject teacher if in doubt

You may have all papers for the subject marked or just one of the papers.
If unsure please contact your subject teacher or Mrs Jones in the Exams Office.

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 may be lower than, higher than, or the same as the grade which was originally awarded for this subject.

Signed: Date:

Payment Included: £..... (Cheques made payable to Longhill High School)

Please return to Mrs Jones in the Exams Office before FRIDAY 15th SEPTEMBER

**For additional forms please go to the Exams section of the website www.longhill.org.uk*