**GCE Enquiry About Results Form**

**Summer 2023**

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| **Candidate Name:** |  | **Candidate Number:** |  |
| **Subject:** |  | **Exam Board:** |  |

(Please complete a separate form for each subject)

**It is the student’s responsibility to ensure the appropriate service is selected and the form is signed and payment given.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Required** | **Unit/ Paper code(s)** | **Please tick service required** | **Deadline for form to be received by Exam Office with payment** |
| **Priority Review of Marking** |  |  | **22 August** |
| **Clerical Check** |  |  | **26 September** |
| **Review of Marking** |  |  | **26 September** |
| **Copy of Script** |  |  | **26 September** |
| **Priority Copy of Script** |  |  | **29 August** |
| **Post Review Copy of Script** |  |  | **26 September** |

By signing below, I give consent to the head of my examination centre to make an enquiry about the result of the exam(s) listed above. In giving consent, I understand that the final mark/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 mark/grade which was originally awarded.

|  |  |
| --- | --- |
| **Candidate Signature:** |  |
| **HOD Signature:** |  |
| **Parental Signature:** |  |
| **Total Fee Payable:** |  |

Completed forms must be sent to: [exams@truroschool.com](mailto:exams@truroschool.com) in order to be processed. The outcome of requests will be forwarded to your school email address which you will have access to until the end of October 2022. Please provide an alternative email for any communication to be copied in to:

*………………………………..…………………………………………..*

**IMPORTANT:**

* Payment must be paid by BACS before a request can be processed:

Truro School Petty Cash account

HSBC

00815217

40-44-34

Please use the following as a reference: ‘Your Initials:Candidate Number:Subject:Exam Board’

* If a review of marking results in a change to the overall grade, the exam board will refund the fee

**Service Details**

|  |  |
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| **Clerical re-check** | This will include;  A check that all parts of the scripts have been marked.   * The totalling of marks is correct * The recording of marks is correct |
| **Review of marking** | This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. **It is not a re-mark.** This service will include:   * a clerical re-check * a review of marking as described. |
| **Access to Scripts** (ATS) | Access to the original scripts with to support reviews of marking (Priority ATS) or to support teaching and learning (non-priority ATS) |

**Fees**

|  |  |  |  |
| --- | --- | --- | --- |
| **Subject** | **Board** | **Service** | **Cost per Unit/Paper** |
| Biology, Chemistry, Computer Science, Drama & Theatre Studies, French, German, P.E., Psychology, Spanish, L2 Mathematics, L3 Mathematics | **AQA** | **Priority Review of Marking:** | £55.60 |
| **Review of Marking:** | £46.75 |
| **Clerical Re-check:** | £8.70 |
| **Copy of Script:** | Free |
| Economics, Mathematics, Further Mathematics, Design & Technology. | **Edexcel** | **Priority Review of Marking:** | £61.60 |
| **Review of Marking:** | £51.70 |
| **Clerical Re-check:** | £12.50 |
| **Copy of Script:** | Free |
| Physics, History, Religious Studies | **OCR** | **Priority Review of Marking:** | £70.75 |
| **Review of Marking:** | £57.50 |
| **Clerical Re-check:** | £10/ £24.75 (with script) |
| **Priority Copy of Script:** | Free |
| **Copy of Reviewed Script:** | £14.75 |
| English Literature, Geology, Geography, Music, English | **WJEC** | **Priority Review of Marking:** | £55 |
| **Review of Marking:** | £46 |
| **Clerical Re-check:** | £11 |
| **Copy of Script:** | Free |

*To be completed by the Exams Office:*

*Date sent to board: ………………… Enquiry Outcome: Student informed: ……………….*

*Dept informed of Outcome:………………… SIMS updated:…………………………………………..*