**If you have a query about your GCSE results, please ask while you are in school on Results Day.**

For paper marks for all exams, see the relevant printed sheet in your results envelope.

**IMPORTANT** - If you are concerned about your results please ensure you read the information overleaf on the Post Results Services available and the corresponding procedures to follow if you feel there is a problem with any of your results.

POST-RESULTS INFORMATION – Year 11 Summer 2022

**Please ensure you read this carefully!**

Post results services for GCSE are available from Thursday 25 August 2022, however if you are concerned about your results in relation to entrance to your chosen Sixth Form, or your subject choice due to grades achieved is in doubt, ask for further details of options available.

Three services are available, as listed below. The costs vary depending on the exam board. None of the deadlines can be extended. It is only possible to have written exams or externally marked non-examination assessment (NEA) reviewed.

**Review of Marking (Deadline Thursday 22nd September)**

If you are concerned about your results, you can apply for a Review of Marking of the relevant exam paper(s). The review of your script will be completed by the exam board within a target of 20 days. Mark changes will only be made where the mark scheme has been incorrectly applied. **Remember marks and therefore grades can go down, stay the same or go up.** A refund payment will be made if the subject grade changes. You are strongly advised to consult subject staff before applying for a review of marking.

If you feel that your personal circumstances are a barrier to pursuing a review of marking, please email examsofficer@burnleyhigh.com

If you want a copy of the reviewed script, it must be requested at the same time as the Review of Marking. It will not normally be possible to appeal the outcome of a Review of Marking without a copy of the reviewed script.

**Non-Priority Scripts (Deadline Thursday 22nd September)**

 If you would like to see your script(s) for interest/learning purposes, you can request a NonPriority Script.

These scripts will NOT be returned before the deadline for review of marking applications. The script may be returned electronically, in which case it will be emailed to you. Otherwise you will be notified when your script has arrived at school. Subject departments may wish to obtain scripts to support teaching and learning. This will only happen if you sign a form giving your permission. Deadlines and Fees (Please remember that deadlines cannot be extended).

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **Fees per paper** |
| **Service** | **Notes** | **Deadline** | **AQA** | **Edexcel** | **OCR** | **WJEC / Eduqas** |
| 1. **Clerical Re-check**

*Of all procedures leading to the issue of a result* | Fee per module / component | 22/9/2022 | £8.25 | £11.90*(£25 with copy of script)* | £19.50*(£25.00 with copy of script)* | £11.00*(£22.00 with copy of script)* |
| 1. **Review of marking**

*To ensure the agreed mark scheme has been applied correctly.*  | Fee per module / component | 22/9/2022 | £38.35 | £42.40 | £54.25 | £37.50 |
| 1. **Review of marking** *with access to photocopies script*
 | Fee per module / component | 22/9/2022 | £38.35 | £55.50 | £68.25 | £48.50 |
| **Photocopied Script** *A copy of the original marked* |  | 22/9/2022 | N/A | *(script online)* | N/A | £11.00 |
| **Original Script***A copy of the original marked script* |  | 22/9/2022 | N/A | £13.10 | £14.00 | £11.00 |

1) Obtain the appropriate form. Forms are available from the Exams Office on results day.

2) Read the form and fill it in carefully. You will need your statement of results to complete the form. A separate form must be filled in for each review of marking requested. Multiple script requests can go on a single form.

3) Make a payment before returning the form.

4) No applications can be made without pre-payment. Cash or cheques can be accepted. Please make payments in good time especially when deadlines are approaching.

 5) **Make sure you are aware of the deadline for the service you are requesting and return the form in good time.**

6) Submit the completed form preferably by email to examsofficer@burnleyhigh.com or hand in to Exams Office.

You will be sent a confirmation email when your application has been sent to the exam board, usually within 3 working days. If this does not happen and the deadline is approaching, it is your responsibility to contact a member of the Exams Team, to ensure that your application has been received.

 If you have any queries either email examsofficer@burnleyhigh.com or come to the Exams Office