

Re-Mark & Clerical Check Fees

	GCSE/Functional Skills	AGCE
AQA		
Re-Mark	£32.00	£37.00
Edexcel		
Re-Mark	£24.00	£36.00
OCR		
Re-Mark	-	£39.00
WJEC		
Re-Mark	-	£35.00

Priority Re-Mark Fees

	AGCE
AQA	£44
Edexcel	£42
OCR	£48
WJEC	£42

Copy of Paper

	AGCE
AQA	£14
Edexcel	£12
OCR	£11
WJEC	£14

Original Paper

	AGCE / GCSE
AQA	£11
Edexcel	£9
OCR	£10
WJEC	£10

Priority Re-Mark: This service should only be used if a pending University place is dependent on the outcome of result. UCAS will be advised of any A/AS-Level grade changes resulting from the enquiry.

Deadline: 22nd August 2013

Standard Re-Mark: Please be aware that marks can be adjusted downwards as well as upwards. You must make candidates aware that you wish to submit a request for a re-mark and get their written permission via candidate consent form attached or via email (these can be photocopied).

Deadline: 19th September 2013

Copy of Paper: These can be requested for GCE units before deciding whether to lodge an enquiry about results. Written permission must be obtained from student if intending to use script for teaching and learning purposes. Please advise Exams Office if this is the case.

Deadline: 22nd August 2013

Original Paper: Written permission must be obtained from student if intending to use scripts for teaching and learning purposes. Please advise Exams Office if this is the case.

Deadline: 3rd October 2013

Refund of fees: Fees will be refunded only in circumstances where the unit/overall grade increases. Should UMS marks increase but the grade remains unchanged, the full fee will stand.

Outcome of post results application: All candidates will be contacted by letter where remark applications are processed and by email where copies/original papers are requested.

Guidance For Post Result Enquiries

Summer 2013



Students receive information regarding result enquiries, which means that they can also request and pay for an enquiry. Students have been emailed all grade boundary and post results information. Students need to complete the Form and return to the Exams Office (MB1.9) with payment. Students have been advised of this.

Result Enquiries generated by HoD

Please use the attached Result Enquiry form to request scripts for re-marking /photocopies of scripts/ original scripts. This form can be photocopied. Please use a new form for each type of enquiry you wish to make.

Re-marks:

- Require candidates consent prior to application submission via email or with the attached form.
- Please be aware that marks can be adjusted downwards as well as upwards.

Options:

- **Priority Re-Mark:** This service is not available for January Results.
- **Non-Urgent Re-Mark:** Copies of Scripts can be requested, please mark on sheet if required.

Request for Papers:

Options:

- **Photocopied Papers:**
These can be requested for GCE units before deciding whether to lodge an enquiry about results. Written permission must be obtained from student if intending to use script for teaching and learning purposes. Please also advise Exams Office if this is the case.

The latest date for photocopied scripts to arrive at the College is 10 September.

- **Original Papers:**
Written permission must be obtained from student if intending to use scripts for teaching and learning purposes. Please advise Exams Office if this is the case.

The latest date for original scripts to arrive at the College is 15 November.

CANDIDATE CONSENT FORMS

Where there is an enquiry about the result of one of your examinations after your subject grade has been issued, there are three possible outcomes:

- Your original marks/grade is confirmed as correct, and there is not change to your grade.
- Your original mark/grade is raised so that your final grade may be higher than the original grade you received.
- Your original mark/grade is lowered so that your final grade may be lower than the original grade you received.
- I give my permission for my paper to be used for teaching & learning purposes within ASFC.

In order to proceed with the enquiry or appeal, you must sign the section 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 or appeal being made.

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.

Subject: _____ **Unit No:** _____

Name: _____

Signed: _____ **Date:** _____

Where there is an enquiry about the result of one of your examinations after your subject grade has been issued, there are three possible outcomes:

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Subject: _____ **Unit No:** _____

Name: _____

Signed: _____ **Date:** _____