**Review of Results (RoRs)** – Information & Procedures

***Services***

Review of Results Services include:

* **Clerical check** – to check that all parts of the script have been marked, totalled, and recorded correctly.
* **Review of marking** – to review the original marking to ensure that the mark scheme has been applied correctly. Includes a clerical re-check.
* **Priority review of marking** – as above, fast tracked for A-Level candidates where their university or college place may be at stake.
* **Review of moderation** - a review of the original moderation to ensure that the assessment criteria have been fairly, reliably, and consistently applied.

RoRs may be requested by centre staff or candidates following the release of results.

A request for a clerical check or review of marking requires the written consent of the candidate, a request for a review of moderation of internally assessed work may be submitted without the consent of the group of candidates.

***Fees***

All decisions on whether to make an application for a RoR will be made by Heads of Department or Candidate.

RoR requests, supported by the HHHead of Department will be paid for by the department.

If a candidate’s request for an RoR is not supported, a fee may apply. If this is applicable, we will only charge the exact price charged by the exam board; no admin fee will be added, and you will receive a full refund for any charges for papers where marks have changed. Please see below links for full details and fees for all our exam boards.

[*https://www.aqa.org.uk/exams-administration/after-results/post-results*](https://www.aqa.org.uk/exams-administration/after-results/post-results)

[*https://www.ocr.org.uk/administration/post-results/*](https://www.ocr.org.uk/administration/post-results/)

[Results, Grade Boundaries and PRS (wjec.co.uk)](https://www.wjec.co.uk/home/administration/results-grade-boundaries-and-prs/#tab_1)

[*https://qualifications.pearson.com/en/support/support-topics/results-certification/post-results-services.html*](https://qualifications.pearson.com/en/support/support-topics/results-certification/post-results-services.html)

All processing of RoRs will be the responsibility of the Exams Officer, following the JCQ guidance.

Candidates will be notified of the outcome promptly in writing.

***Deadlines***

Requests for priority reviews of marking for A-Level/Level 3 qualifications where a university or college place is pending must be made directly to the Exams Officer by submitting the completed consent form on either A-Level results day or GCSE results day during normal school hours.

Requests for clerical re-checks, other reviews of marking and reviews of moderation must be made directly to the Exams Officer from the start of term and by 20th September.

Consent forms will be available on results days.

**Access to Scripts (ATS)** – Information & Procedures

After the release of results, candidates may request priority and non-priority electronic copies of students’ completed question papers to support reviews of marking. Centre staff may also request non-priority scripts to support teaching and learning. Candidates and centre staff can also request a copy of a reviewed script following an RoR.

In all cases the written consent of the candidate is required.

***Fees***

There are no costs associated with the ATS request for an electronic copy of the script or original script.

ATS requests for a reviewed script copy, where supported by the HHHead of Department, will be paid for by the department.

If a candidate’s request for an ATS reviewed script copy is not supported, a fee will apply. We will only charge the exact price charged by the exam board; no admin fee will be added. Please see below links for full details and fees for all our exam boards.

[*https://www.aqa.org.uk/exams-administration/after-results/post-results*](https://www.aqa.org.uk/exams-administration/after-results/post-results)

[*https://www.ocr.org.uk/administration/post-results/*](https://www.ocr.org.uk/administration/post-results/)

[Results, Grade Boundaries and PRS (wjec.co.uk)](https://www.wjec.co.uk/home/administration/results-grade-boundaries-and-prs/#tab_1)

[*https://qualifications.pearson.com/en/support/support-topics/results-certification/post-results-services.html*](https://qualifications.pearson.com/en/support/support-topics/results-certification/post-results-services.html)

All processing of requests for ATS will be the responsibility of the Exams Officer, following JCQ guidance.

***Deadlines***

Requests for priority access to scripts for A-Level/Level 3 qualifications where a university or college place is pending must be made directly to the Exams Officer by submitting the completed consent form, on either the A-Level results day or the GCSE results day during normal school hours.

Other requests for Access to Scripts must be made directly to the Exams Officer from the start of term and by 20th September.

Consent forms will be available on all results days.

**Appeals**

For more information on the appeals submission process, fees and deadlines relating to exam and non-exam assessment results, please speak to the Exams Officer.

***Please note centre staff will be available between 8.30-10.30am on each results day should you need to discuss your results with centre staff or require post results support.***

***This may be of particular use to you should your next step in your career be dependent on your exam results.***