

## Post-results services: request, consent and payment form (Summer 2022)

**This form MUST be returned to The Thomas Hardy School EXAMS OFFICE by the deadline dates/times shown below. We cannot guarantee that any forms handed in to other parts of the school will reach us by the deadline and they may, therefore, not be processed.**

To request a Review of Results (**RoR**) service and/or an Access to Scripts (**ATS**) service, complete the required information in the boxes and sign and date the form to confirm consent. A summary of the services available are numbered (No.) 1-5 below and further explained in Appendix A.

**For deadlines for return of form and payment (set by exam boards) please see overleaf (please note costs are per unit and payment is by cash or cheque only).**

| Candidate number |                     | Candidate name |  | Candidate email |                              |
|------------------|---------------------|----------------|--|-----------------|------------------------------|
| Awarding Body    | Qualification level | Subject title  |  | Paper/Unit      | Service Ref.<br>e.g. 2 or 2a |
|                  |                     |                |  |                 | £                            |
|                  |                     |                |  |                 | £                            |
|                  |                     |                |  |                 | £                            |

### RoR Candidate consent

I give my consent to the head of my school or college to submit a clerical re-check or a review of marking for the examination(s) listed above. In giving consent I understand that the final subject grade and/or mark awarded to me following a clerical re-check or a review of marking, and any subsequent appeal, may be lower than, higher than, or the same as the result which was originally awarded for this subject.

**By signing here, I confirm my consent above:**

..... Date: .....

### ATS Candidate consent for access to and use of examination scripts

I consent to my scripts being accessed by my centre.

**Tick ONE of the boxes below:**

- If any of my scripts are used in the classroom I do not wish anyone to know they are mine. My name and candidate number must be removed.
- If any of my scripts are used in the classroom I have no objection to other people knowing they are mine.

**By signing here, I confirm my consent above:**

..... Date: .....

| Ref. | JCQ Post-results service  | Details of the service   |
|------|---|--|
| 1    | RoR: Clerical re-check  | This is a re-check of all clerical procedures leading to the issue of a result. This service will include the following checks: <ul style="list-style-type: none"> <li>• that all parts of the script have been marked;</li> <li>• the totalling of marks;</li> <li>• the recording of marks.</li> </ul>   |
| 1a   | RoR: Clerical re-check with an ATS copy of re-checked script        |  |
| 2    | RoR: Review of marking  | This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. <b>Reviewers will not re-mark the script.</b> They will only act to correct any errors identified in the original marking. This service will include: <ul style="list-style-type: none"> <li>• the clerical re-checks detailed in 1;</li> <li>• a review of marking as described above.</li> </ul> |
| 2a   | RoR: Review of marking with an ATS copy of reviewed script          |  |
| 3*   | RoR: Priority review of marking                                     | This is the same review as 2/2a above but is conducted as a priority by the awarding body. All GCEs and GCSE Edexcel only.   |
| 3a*  | RoR: Priority review of marking with an ATS copy of reviewed script |  |
| 4    | ATS: Copy of script to support a review of marking                  | This is a priority service that ensures copy scripts are returned to the centre in sufficient time to allow decisions to be made whether a non-priority review of marking should be applied for.   |
| 5    | ATS: Return of original script to support teaching and learning     | This is a non-priority service enabling centres to request original copies of scripts to support teaching and learning. <b>Once this has been ordered, you cannot then request a review of results (RoR).</b>  |

**Post-results services (PRS): deadlines and fees (set by exam boards) Summer 2022**

**Please note that all of the above fees are per paper, not per qualification**

**Payment is by cash or cheque (The Thomas Hardy School) only**

The post-results services<sup>1</sup> available are:

- **Reviews of Results (RoRs):** Clerical re-check; review of marking
- **Access to scripts (ATS):** Access to marked examination scripts

|    | Post-results service  | Deadline (1pm)                 | AQA fees<br>per unit  | OCR fees<br>per unit | Edexcel fees<br>per unit | WJEC fees<br>per unit |
|----|---|--------------------------------|---|----------------------|--------------------------|-----------------------|
| 1. | RoR: Clerical re-check  | 29 September 2022              | GCE £8.25   | GCE £19.50           | GCE 11.90                | GCE £11.00            |
|    |   |                                | GCSE £8.25  | GCSE £19.50          | GCSE £11.90              | GCSE £11.00           |
| 2. | RoR: Review of marking  | 29 September 2022              | GCE £44.40  | GCE £54.25           | GCE £49.20               | GCE £43.00            |
|    |   |                                | GCSE £38.35   | GCSE £54.25          | GCSE £42.40              | GCSE £37.50           |
| 3. | RoR: Priority review of marking                                 | 25 August 2022                 | GCE £52.85  | GCE £66.75           | GCE £58.70               | GCE £49.50            |
|    |   | 1 <sup>st</sup> September 2022 | GCSE n/a  | GCSE n/a             | GCSE £48.70              | GCSE n/a              |
| 4. | ATS: Copy of script to support review of marking <sup>2</sup>   | 1 September 2022               | GCE £0  | GCE £14.00           | GCE £0                   | GCE £11.00            |
|    |   | 8 September 2022               | GCSE £0   | GCSE £14.00          | GCSE £0                  | GCSE £11.00           |
| 5. | ATS: Return of original script to support teaching and learning | 29 September 2022              | GCE £0  | GCE £13.25           | GCE £0                   | GCE £11.00            |
|    |   |                                | GCSE £0   | GCSE £13.25          | GCSE £0                  | GCSE £11.00           |
| 1a | ATS: Post-RoR copy <sup>3</sup>                                 | 29 September 2022              | GCE N/A<br>(a copy of the reviewed script is included with service 1 & 2) | GCE £14.00           | GCE £13.10               | GCE £11.00            |
| 2a |   |                                | GCSE N/A<br>(a copy of the reviewed script is included with service 2)    | GCSE £14.00          | GCSE £13.10              | GCSE £11.00           |
| 3a |   |                                |   |                      |                          |                       |

### Summer 2022 Exams Office Opening Times

|  |                   |
|--|-------------------|
| <b>Thursday 18<sup>th</sup> August</b>   | <b>9am – 1pm</b>  |
| <b>Friday 19<sup>th</sup> August</b>     | <b>10am – 1pm</b> |
| <b>Thursday 25<sup>th</sup> August</b>   | <b>9am – 1pm</b>  |
| <b>Thursday 1<sup>st</sup> September</b> | <b>10am – 1pm</b> |

**The Thomas Hardy School Exams Office is unable to offer academic guidance relating to these requests. Please consult a relevant member of teaching staff if you need advice.**

<sup>1</sup> This information is taken from the JCQ PRS booklet summarising the post-results services offered by the JCQ member awarding bodies for GCSE, GCE, Projects (including Extended Project)

<sup>2</sup> This service is to request a copy of script to support a non-priority **review of marking**; note that once an original (No.5) has been requested, you **cannot** then request **review of results (RoR)**.

<sup>3</sup> Where a copy of a re-checked or reviewed script is required, this should normally be applied for at the same time as the RoR request to meet the relevant non-priority RoR deadline.