



AQA

City & Guilds

CCEA

OCR

Pearson

WJEC

Clerical re-checks, reviews of marking and appeals

Candidate consent form

Information for candidates

The following information explains what may happen following a clerical re-check, a review of marking and any subsequent appeal.

If your school or college submits a request for a clerical re-check or a review of the original marking, and then a subsequent appeal, for one of your examinations after your subject grade has been issued, there are three possible outcomes:

- Your original mark is lowered, so your final grade may be lower than the original grade you received.
- Your original mark is confirmed as correct, so there is no change to your grade.
- Your original mark is raised, so your final grade may be higher than the original grade you received.

To proceed with the clerical re-check or review of marking, you **must** sign the form below. This tells the head of your school or college that you have understood what the outcome might be, and that you give your consent to the clerical re-check or review of marking being submitted.

Candidate consent form

Centre number 27238	Centre name Northampton School for Boys
Candidate number	Candidate name

Details of review (awarding body, qualification level, subject title, component/unit)

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.....

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.

Signed: Date:

This form should be retained on the centre's files for at least six months following the outcome of the clerical re-check, review of marking or any subsequent appeal.

Review of Results – Summer 2023

How do you request a Review of Results?

1. Decide which type of review you would like (see table below for options).

Please be aware that following a review your final subject grade and/or mark awarded may be lower than, higher than, or the same as the result which was originally awarded. If you are unsure whether to request a clerical re-check or review of marking you can request a priority copy script to help you decide (all A-level exams, but only certain GCSE subjects). To request a priority copy script, you need to complete the green access to script consent form. You can find a copy of this form in your results envelope or on the NSB website.

2. Complete the consent form (overleaf).

Only the candidate can sign the form, parents/ carers cannot request a review on behalf of the candidate.

3. Give consent form and payment to Ms Sheridan in the Exams Office before noon on deadline the date.

Fees are per exam paper and are listed below with the relevant deadline (please note earlier deadline for priority requests). Requests cannot be processed until payment is received. Make cheques payable to Northampton School *for Boys* and write a separate cheque for each request. We hold cheques until the review decision is received and if the grade is increased, the cheque will be destroyed because the exam board do not charge for the review.

Review of Results Services	A Level & GCSE Fees (per exam paper)			
	AQA	Edexcel	OCR	Request deadline
Service 1 - Clerical re-check A check that all the parts of the script have been marked and the totalling and recording of the marks is correct.	£8.70 (Per component)	£12.50 (Per component)	£10.00 (Per component)	28/09/23
Service 2 - Review of Marking A clerical re-check and then a review of the original marking to ensure that the agreed mark scheme has been applied correctly. It is not a re-marking of the candidate's script.	A Level £46.75 GCSE £40.35	A Level £51.70 GCSE £44.50	A Level £57.50 GCSE £57.50	28/09/23
Priority Service 2 - Review of Marking This is the same as a Service 2 Review of Marking, but the exam board process the review faster. For candidates with University, Sixth Form or College place dependant on the outcome.	A Level £55.60 GCSE N/A	A Level £61.10 GCSE N/A	A Level £70.75 GCSE N/A	A Level 24/08/23 GCSE N/A