

Helsby High School Guide to Post Results Services



Your results have arrived but they're not quite what you expected. What can you do now? There are a number of options open to you and what you choose to do is ultimately your decision. All post results services carry a financial cost, so you may wish to discuss with the subject Head of Department whether they feel it is worthwhile you taking a particular route.

All post results services are time sensitive. If the deadline is missed, your application will NOT be processed by the Exam Board. Remember that you need to give the Exam Office time to internally process and submit your application, therefore the school deadline is before that set by the Boards.

Clerical Check

A clerical check involves a re-check of all clerical procedures leading to the issue of a result. It will check that all parts of a script have been marked, the totalling of marks, the recording of marks, the application of any adjustments, the application of grade thresholds and the application, where applicable, of any special consideration. It DOES NOT involve re-marking your script. It is the cheapest of the results services available.

Review of Marking

The marking of an externally assessed unit/component will be reviewed by a senior examiner. This service also includes the clerical checks detailed above. Before deciding on this route, consider if a review of marking of a unit is likely to get you a better qualification grade. You may be close to a grade boundary **in a particular unit** but are you close to the boundary **for the award**? Experience shows that, although in rare instances a mark has been increased by 5 or more, **the majority of remarks result in either no change, or a 1-2 mark increase.** Remember that **your mark is also at risk of being lowered.**

*A priority review of marking is available in August for those whose place in further/higher education is dependent upon the outcome. **Act quickly** as the deadline for applications is within a week of the results and the Exam Office will not be staffed on a full time basis during this time. If at all possible, make your application on GCE results day.*

Late Award

Are you missing a grade despite having all your unit results? Apply for a late award and you will be awarded a subject grade and receive a certificate for the subject as usual.

Access to Scripts

Do you want to see how the examiner marked your answers in a written exam? You can request your script as part of the Clerical Check, Review of Marking or on its own.

Please note that:

- Scripts are not issued to school until after the deadline for Enquiries about Results has passed which is approximately four weeks after the publication of results. **They can then take up to a further six weeks to arrive in school.**
- If a script has been electronically marked you will receive a marked copy and not the original. There will be no examiner comments on an electronically marked script.
- A **Priority Copy Script** service is available for GCE students wanting to see their script before deciding whether to request a review of marking. Copy scripts will be returned before the Enquiries About Results deadline. **APPLICATIONS FOR A PRIORITY COPY SCRIPT MUST BE MADE WITHIN 7 DAYS OF THE PUBLICATION OF RESULTS.**

Fees

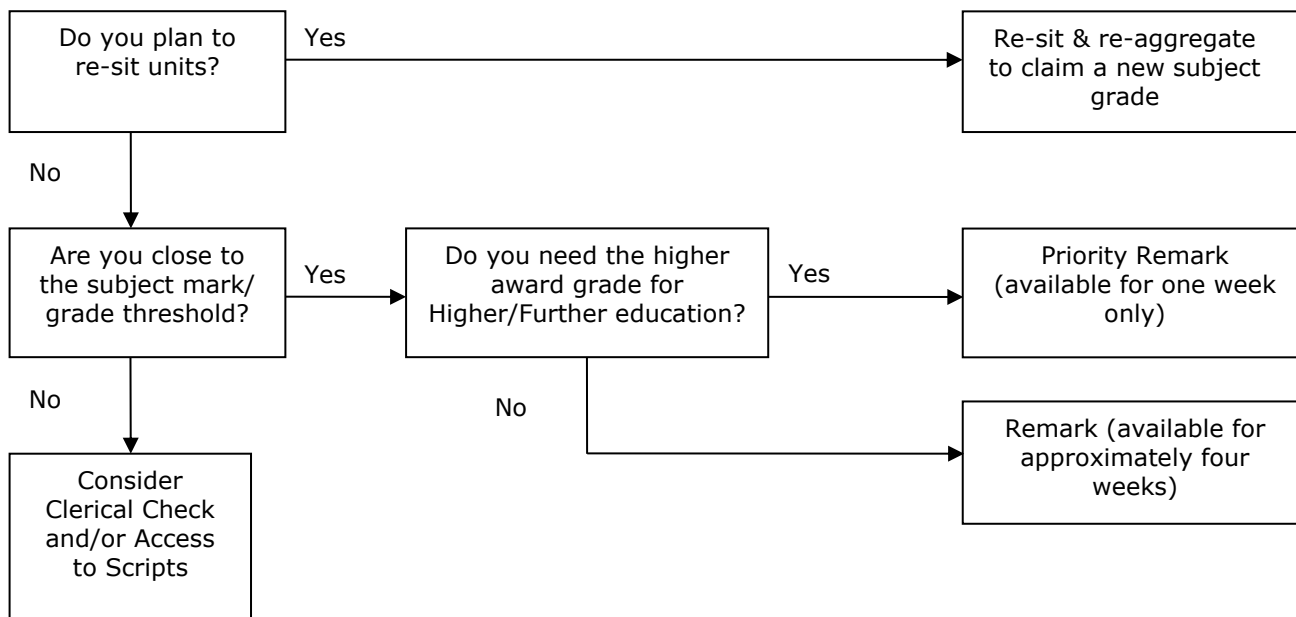
Fees for post results services change each year. Please refer to the fees list for the academic year in which you received the result. Payment should be in the form of exact cash or a cheque payable to *CWAC – Helsby High School*. Fees for re-sits will be published in mid-September of the new academic year.

Forms

All forms are available from the Exam Office and are published on the School website.

Summary

This diagram shows the usual route for post results services.



Re-Sit

You pay to take the assessment again and are awarded a new mark and grade. The rules differ between GCSE and A level.

- A Level: All assessments are in the summer session. If you re-sit a unit the better result will always be used in the subject award. However, as your unit results have already been aggregated to give you a subject award, you may need to re-aggregate so you get a 'new' subject grade.
- GCSE: Current GCSE courses are linear courses with all units taken at the end of the course thereby providing **NO** re-sit opportunities. All units that make up the qualification need to be taken again in order to obtain a new qualification grade. Apart from Maths and English GCSE resits which are available in the November examination session, all assessments will take place in the summer session.

Consider whether taking a re-sit time would be advantageous. Many re-sits actually result in **lower** marks than were initially awarded as candidates have not been taught the subject matter for some time, and usually have many other examined units to prepare for.

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Exam Office