**CENTRE NO 48239 - ENQUIRIES AND APPEALS ABOUT RESULTS – JANUARY 2025**

**Information for candidates**

*The following information explains what may happen following an appeal or enquiry about the result of an examination.*

If your examination centre makes an enquiry about the result of one of your examinations after your subject grade has been issued, there are three possible outcomes:

• Your original mark is confirmed as correct, and 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

• Your original mark is lowered, so your final grade may be lower than the original grade you received

In order to proceed with the enquiry about results or appeal, you must sign the form below. This tells the Head of Centre that you have understood what the outcome might be, and that you give your consent to the enquiry or appeal being made.

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| --- | --- | --- | --- |
| **Name:** |  | **Candidate No:** |  |
| **Candidate's**  **school email address:** |  | **Telephone No:** |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **Awarding Body** | **Subject** | **Exam Subject code** | **Paper/Unit Number(s)** | **Service required.**  **Please put “x” in appropriate box below** | **Copy of script required?**  **“x” in box** | **Fee payable**  **(see list of fees overleaf)** |
|  |  |  |  | Clerical Check    Review of Marking  Access to Script |  |  |

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 following an enquiry about the result and any subsequent appeal may be lower than, higher than, or the same as the grade which was originally awarded for this subject.

**Student signature: ……………………………………………………………………. Date: …………………………………….**

**Please Note**: If the requested review of marking results in a change to the **overall grade** then a refund will be given if all papers are marked together. **No refund is applicable if an increase in your mark does not result in an overall grade change**.

**Please return your completed form with full payment by either CHEQUE (made payable to Bishop Wheeler Catholic Academy Trust) or CASH to Mrs Humphrey in the Sixth Form Office at St Aidan's. FORMS CANNOT BE ACCEPTED WITHOUT PAYMENT. For table of post result fees please see over.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| For office use only: | |  | | | | |
| SASJF EAR No: |  | | Input  Date & Initials: |  | Checked  Date & Initials: |  | |