

## Post results services explained

If you believe that an exam result is incorrect, you can ask for a clerical check or a review of marking or you can request that a copy of your marked script is returned.

All requests for post-results services must go through the Exams Officer who will make requests to the awarding bodies. Students and parents cannot contact the awarding bodies. Service which have fees are charged per paper, not per subject.

**Grade protection does not apply for any post-results service which means that candidates' marks and subject grades may be lowered, confirmed or raised as a result.**

### What is a clerical check?

A clerical check (Service 1) of a marked paper will ensure:

- All parts of the exam paper were marked
- Marks were added up correctly
- Special consideration has been applied (where appropriate)
- The grade boundaries have been applied accurately

You should expect to receive the outcome within 10 calendar days of the request being submitted to the awarding body.

If you request access to a copy of the checked script, an additional fee will apply.

### What is a review of marking (RoM)?

**A Service 2, or post-results review of marking**, is a check that the examiners have applied the mark scheme correctly to externally assessed components. This includes:

- A clerical check (Service 1)
- A review of marking of units/components by a senior examiner

This service isn't available for internally assessed/externally moderated coursework components.

You should expect to receive the outcome within 20 calendar days of the request being submitted to the awarding body.

You may request a copy of the reviewed script but this must be done at the same time as requesting the RoM. Most awarding bodies charge a fee for this additional service.

### What is a priority review of marking (RoM)?

This service (Service P2) is the same as service 2 but is processed much faster. It is generally used when a candidate's place in further/higher education depends on the outcome. All awarding bodies offer this service for A Levels. Only Pearson offers it for GCSE.

You should expect to receive the outcome within 15 calendar days of the request being submitted to the awarding body.

You may request a copy of the reviewed script but this must be done at the same time as requesting the RoM. Most awarding bodies charge a fee for this additional service.

### What is access to scripts (ATS)?

- If you would like to see a copy of your marked script to help you decide whether to request a review of marking (Service 2), you will need to complete a consent form. The Exams Officer will then submit an request on your behalf. Viewing your script could save you money if you are thinking about a review of marking (Service 2). Scripts will be returned before the deadline for review of marking (Service 2).
- Your teacher may ask if you are willing to sign a consent form so that they can use your script, or parts of it, for teaching purposes. You can decide whether you would like your work kept anonymous.