

Summer 2017 Exam Season

GCE and GCSE Post Results Services (not for GCE or GCSE resit requests)

Priority Remark - A priority remark service is only available for GCE A2 candidates who are reliant on the result for a university place. If your marks are close to the next higher grade boundary a remark **might** find a few extra marks. If your subject grade is upgraded, your fee will be refunded. *You must see Mrs Lynott/Mr Youngs on or close to GCE Results day as a Priority Remark request and payment must be with the school by:*

12.00 pm on Thursday 17 August 2017

Any requests received after this date will be treated by the exam boards as an ordinary remark and the results will not be received in time for the university to take into consideration for this year.

You also need to tell the Admissions section of your chosen university that you have asked for a Priority Remark in that subject.

The cost of a Priority Remark is:	£46.00 per Pearson unit
	£51.00 per AQA unit
	£57.00 per OCR unit
	£45.00 per WJEC unit

NB: It is very important to remember that although a Priority Remark is usually a very quick method of having your script remarked, the Exam Boards give a target time of 18 days from the date of the Exam Board receiving the Priority Remark request to the return of the outcome of a Priority Remark to you (although they are often quicker), so you may not receive the results of your Priority Remark in time for the university cut off date for admissions to courses starting September/October 2017.

New Specification GCE Exams (Y12 AS exams)

The content of the new specification linear Y12 GCE exam units will be covered again in the new Y13 GCE exam units and the unit marks do not count towards your final GCE A2 subject grade **therefore it is unnecessary to request a clerical checks or remarks in the following subjects.** You can, however, request the return of your exam script to aid revision.

Biology, Chemistry, Physics, English Lit, English Lang & Lit, History & Psychology

The legacy specification Y12 modular GCE AS exam unit marks will count towards the final GCE A2 subject grade **and clerical checks/remarks and return of scripts can be requested for the following subjects:**

Maths, Further Maths, PE, D&T Product Design, French, Geography, German

Clerical Check and Non-Priority Re-mark

Clerical Check – your script is checked and the marks added up again, **it is not re-marked.**

Re-mark – a different examiner marks your script. You must sign a permission slip for a re-mark as marks & grades **can go down**, remain the same, or go up. If your mark goes up enough to change the overall grade for the 'AS' or 'A' Level you will have your fees refunded.

Service	Deadline for application	Cost per GCE paper		Cost per GCSE paper
Clerical Check	With Exams Office by 12.00 on Monday 11 Sept 2017	AQA	£17.00	£ 9.00
		Pearson	£10.50	£10.50
		OCR	£17.00	£17.00
		WJEC	£10.00	£10.00
Re-mark	With Exams Office by 12.00 on Monday 11 Sept 2017	AQA	£43.00	£37.00
		Pearson	£40.00	£25.00
		OCR	£45.00	£45.00
		WJEC	£35.00	£35.00

The services above are only available for exams taken in Summer 2017. Be aware that scripts from each season are destroyed after a certain time so these services are only available immediately after receiving results.

Access to Scripts (ATS)

Original Summer 2017 exam script – Released after 21 Sept 2017.

Photocopy of Summer 2017 exam script (GCE only) – released immediately to aid decisions on **Non Priority GCE** remarks.

Service	Deadline for application	Cost per GCE script		Cost per GCSE script
Photocopy	With Exams Office by 12.00 on Thurs 17 August 2017	AQA	£15.00	N/a
		Pearson	£15.00	
		OCR	£15.00	
		WJEC	£15.00	
Original	With Exams Office by 12.00 on Monday 2 Oct 2017	AQA	£11.00	£11.00
		Pearson	£10.00	£10.00
		OCR	£12.00	£12.00
		WJEC	£12.00	£12.00

Please note: You **cannot** request a **PRIORITY Remark** for an **A2 GCE unit** after you have requested a photocopy of your GCE exam script.

To request these services you must complete the form and take it to the Exams Office.

	Request Code
Priority Remark (for a GCE A2 unit only)	PR
Non Priority Remark for a GCE or GCSE unit	NPR
Clerical Check of a GCE or GCSE unit	CC

Unit/Paper numbers can be found on your GCE or GCSE Statement of Results.

Ensure you make your requests early enough to meet the deadlines, if you miss the deadline the service may no longer be available.

Fees for all services are payable to the school at the time of the request via Parentpay. Please note that no action will be taken until you have paid for the service.

If the school receives a refund in respect of fees that you have paid to us you will be reimbursed. .
If you have any questions, please see Mrs. Featonby, Examinations Officer as soon as possible.

Candidate Name:			
Candidate Exam Number:		Registration Group:	
Contact Telephone Number:			

Exam Board (AQA, WJEC Pearson, OCR)	Subject	GCE or GCSE	Unit Number	Request Code (see above)	Fee

I give permission for The Cottesloe School to apply for the above Post-Result Services on my behalf. I understand that following a re-mark my unit mark & subject grade might go down, stay the same or go up.

Candidate Signature: _____ Date: _____

Payment should be made using Parentpay
Date payment made using Parentpay:

N. B: See next page for 'Return of Exam Scripts' Request Form → → →

Return of GCE or GCSE Exam Script

To request this service you must complete this form and take it to the Exams Office.

Unit/Paper numbers can be found on your GCE or GCSE Statement of Results.

Ensure you make your requests early enough to meet the deadlines, if you miss the deadline the service will no longer be available

Fees for all services are payable to the school at the time of the request. Please note that no action will be taken until you have paid for the service.

Some exam scripts are now returned to school electronically, these scripts will be sent on to your email address. Scripts returned as 'hard copies' will be put in your form's pigeon hole.

If you have questions about any of the services offered see Mrs. Featonby, Examinations Officer as soon as possible.

Candidate Name:			
Candidate Exam Number:		Registration Group:	
<i>Your home Email address</i> <i>(NOT school student's email address) PLEASE PRINT</i>			

Exam Board <i>(AQA, WJEC, Pearson, OCR)</i>	Subject	GCE or GCSE	Unit/Paper Number	Original or Photocopy?	Fee

Candidate Signature: _____ Date: _____

Payment should be made using Parentpay. Payment must be made at the time of requesting the Return of Script Service

Date payment made using Parentpay: