

Post results Services - Information for Students

August 2025

If you are concerned about an examination result, it is important that you discuss your concerns with your subject teacher or a member of the Senior Leadership team as soon as possible, preferably on results day.

There may be a number of options open to you, but it is important to be aware that grade protection does not apply to post-review services. **This means that for each service your mark and subject grade may be lowered, confirmed, or raised as a result of a review.**

Service 1: Clerical Re-check

A clerical re-check makes sure that all the pages of your exam paper were marked, that all the marks were counted and that the result matches the mark on your paper. You can request these services for individual units or components. You can only request a clerical check once for each paper. You may request a photocopy of your checked script, however, depending on the exam board, an additional fee may apply.

Service 2: Review of Marking

A post-results review of marking is carried out to ensure that the agreed mark scheme has been correctly applied and includes the clerical check in a Service 1 (above). Please note this is not a re-marking of your paper. A second examiner will review your paper to identify genuine marking errors or unreasonable marking. You can request a review of marking for individual units or components. You may request a photocopy of your checked script, however, depending on the exam board, an additional fee may apply.

Access to Scripts (ATS)

This is a photocopy of the marked exam paper that you can use to decide whether to request a review of marking or a clerical check (Priority Access to Scripts) or to support teaching and learning (non Priority Access to Scripts). Requests for copies of scripts to be used to support reviews of marking must be received by the College by 5th September 2025.

How to request post-results services

Fees are applicable for all post results services and these vary according to the Exam board and course. Details of the fees are set out overleaf and in the accompanying Post results services consent form. Please note that fees are per paper, not per subject.

We require payment in full before any enquiries can be processed. Payments can be made by bank transfer (Blessed Edward Oldcorne Catholic College; Lloyds Bank; SC 30-99-90; AN 10048462) If an enquiry results in a change in an overall grade, then the board's fee for that enquiry is waived and thus you will receive a refund for the full amount.

Post results services can only be requested by the College and will only be made with the agreement of your teacher or senior leader. If you wish to appeal against the school's decision not to support your request for a review of marking, please refer to the College's Internal Appeals Procedures policy on the website.

If you decide to proceed with a post-result service, please complete and sign the accompanying form and return it to the Exams Office, together with the required payment. The form gives your consent for an enquiry to be made on your behalf and confirms that you have understood that there are 3 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.

Please note that we cannot accept requests for post-results services from anyone other than yourself. Your form will be kept for at least six months following the outcome of your application or any subsequent appeal.

Any requests for post-results services and/or payments received after 3pm on the date of the deadline as set out below will not be processed. This is in order to ensure that we can meet the deadline of the awarding organisations.

Post result service	AQA Fees and Charges	OCR Fees and Charges	Pearson Fees and Charges	WJEC Fees and Charges	College Deadline
Service 1 Clerical re-check	£9.40	£11.50	£14.00	£11.00	18th September
Service 2 Review of Marking	£43.00	£65.25	£50.00	£43.00	18th September
ATS (priority)	No fee	No fee	No fee	No fee	5th

Copy of script to support Review of Marking					September
ATS (non -priority) Copy of script to support teaching and learning	No fee	No fee	No fee	No fee	18th September
ATS Service 1 or 2 Copy of re-checked/ reviewed script	No fee	No fee	£15.00	No fee	18th September To be requested at same time as Service 1 or 2 enquiry

Details of fees for reviews of moderation (not available for individual candidates) and Appeals are available from the exams Office. Any Appeal must be made within 30 calendar days of the exam board issuing the review of results outcome.

Obtaining your examination scripts

It is open to you to obtain copies of your examination scripts even if you do not have any concerns about your result. However, in this instance, there is an administrative fee of £5.00 per paper.

Requests should be made via your college email account to khickman@blessededward.co.uk within 5 working days of the start of the Autumn term. Payments should be made via bank transfer and also within 5 working days of the start of the Autumn term. (Blessed Edward Oldcorne Catholic College; Lloyds Bank; SC 30-99-90; AN 10048462) Late requests/payments will not be accepted.

Please note that any correspondence regarding your results will be sent to you via email to your COLLEGE email account so please remember to regularly check your account if you have any concerns or queries relating to your results. Your college email account will be kept active specifically for this purpose.