Examinations Officer

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**Telephone**: 01865 319418

**Email**: examsofficer@stedwardsoxford.org

**ENQUIRIES ABOUT EXAMINATION RESULTS**

GCE results (A Level) are published on Thursday 15August 2019, IGCSE/GCSE on Thursday 22August 2019. If, on receiving your results, you wish to pursue a results enquiry you need to complete the attached form. Before proceeding, though, this **must** be discussed, and agreed, with the relevant Head of Department. Unless the total of marks shows that the next grade up was only narrowly missed, it **may not** be advisable to proceed. If the Head of Department believes a re-mark is appropriate they will have contacted you directly. In either case, it is very important to remember that **a subject grade may be raised, confirmed or lowered** after an enquiry and it is **your, and only your, decision to make**.

The form must be signed by you.

The Examination Boards offer various levels of post-results services:

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| **Post - results service** | | | **Fees** |
| **Code** | **Description** | **Deadline** |
| **EAR2P**  **(GCE Only)** | Priority re-mark | **22 Aug. '19** | **£60** |
| **EAR2PA**  **(GCE Only)** | Priority re-mark plus script | **22 Aug. '19** | **£80** |
| **ATSPR**  **(GCE Only)** | Priority access to script (A re-mark can follow.) | **22 Aug. '19** | **£20** |
| **EAR2** | Re-mark | **19 Sept. '19** | **£50** |
| **EAR2A** | Re-mark with script | **19 Sept. '19** | **£65** |
| **ATSP** | Access to script. (A re-mark cannot follow.) | **26 Sept. '19** | **£15** |

To initiate any enquiry, please complete the form overleaf and return it to the Examinations Office at St Edward's School by post or email ([examsofficer@stedwardsoxford.org](mailto:examsofficer@stedwardsoxford.org)). Then, please call 01865 319 418 and pay directly through Mr Simpson at the Exams Office. Please **do not** send Credit Card details by post or email. All the above services carry a fee, which are as detailed above. An enquiry cannot proceed until payment has been made.

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| **ENQUIRIES ABOUT EXAM RESULTS: GCE, IGCSE & GCSE** | | | | | | | | | | | | | | | | |
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| **Candidate details** | | | | | | | | | | | | | | | | |
| Surname | | |  | | | | | | | | Cand. No | | |  | | |
| First name | | |  | | | | | | | | D.o.B. | | | \_\_\_/\_\_\_/\_\_\_ | | |
| Address & postcode | | | | | | | | | | | | | | | | |
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| Telephone 1 | | | |  | | | | | | | | | | | | |
| Telephone 2 | | | |  | | | | | | | | | | | | |
| Email | | | |  | | | | | | | | | | | | |
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| **Exam details** | | | | | | | | | | | | | | | | |
| **Awarding**  **Body** | | **Qualification**  **Level** | | **Subject Title** | | | | **Paper Component** | | | | **Paper Unit** | | | **Enquiry code** | |
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| I give my consent to Head of Centre at St Edward's School to submit a review of marking for the examination(s) listed above. In giving consent I understand that the final subject grade and/or mark awarded to me following a review of marking, and any subsequent appeal, may be lower than, higher than, or the same as the result which was originally awarded for this subject. | | | | | | | | | | | | | | | | |
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| Candidate's signature: (always required) | | | | | | | | | | | | Date | | | | |
| Parent’s signature (if candidate less than 16 years old): | | | | | | | | | | | | Date | | | | |

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