Examinations Officer

****

**Telephone**: 01865 319418

**Email**: examsofficer@stedwardsoxford.org

**ENQUIRIES ABOUT EXAMINATION RESULTS**

GCE results (A Level) are published on Thursday 13 August 2020, IGCSE/GCSE on Thursday 20 August 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:

|  |  |
| --- | --- |
| **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). 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.

|  |
| --- |
| **ENQUIRIES ABOUT EXAM RESULTS: GCE, IGCSE & GCSE** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Candidate details** |
| Surname |   | Cand. No |   |
| First name |   | D.o.B. | \_\_\_/\_\_\_/\_\_\_ |
| Address & postcode |
|
|
|
|
| Telephone 1 |   |
| Telephone 2 |   |
| Email |   |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Exam details** |
| **Awarding****Body** | **Qualification****Level** | **Subject Title** | **PaperComponent** | **PaperUnit** | **Enquirycode** |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 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.  |
|
| Candidate's signature: (always required) | Date |
| Parent’s signature (if candidate less than 16 years old): | Date |

To initiate any enquiry, please complete this form and return it to the Examinations Office at St Edward's School by post or email (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 e-mail. An enquiry cannot proceed until payment has been made.