

Year 11 POST - RESULTS SERVICE REQUEST AND CANDIDATE CONSENT FORM

It is advisable, before the review is made, to seek the advice of your Head of Department/Teacher in this subject. In order to proceed with the review/script request for this subject, you must complete, sign and return the form below, (one form per subject). Signing this form confirms that you have understood what the outcome might be and that you give consent to the review of marking or your script request being made on your behalf. This completed form should be sent to Mrs Chrominski, Exams Officer, after the payment has been made via PARENTPAY SHOP.

REVIEW DEADLINE IS NOON ON THE 19TH SEPTEMBER. REQUESTS RECEIVED AFTER THE DEADLINE WILL NOT BE PROCESSED.

Name				Candidate Number			
Exam Board	Level	Subject	Paper/Unit Code	Review of Results <i>Please Tick</i> ↓		Access to Scripts <i>Please Tick</i> ↓	
	GCSE		Unit/paper no.	Review of marking		Script request: copy	
	GCSE		Unit/paper no.	Review of marking		Script request: copy	
	GCSE		Unit/paper no.	Review of marking		Script request: copy	
Signed (Head of Department)				Total		Total	

Please note. When the School makes a Review of the Results of one of your examinations after your subject grade has been issued, there are three possible outcomes:

1. Your original mark is confirmed as correct and there is no change to your grade
2. Your original mark is raised so that your final grade may be higher than your original grade you received
3. Your original mark is lowered so that your final grade may be lower than the original grade you received

I give my consent for Mrs Chrominski to make a Review of the Results of the examination(s) listed above and agree to pay the fees that may be incurred. In giving consent, I understand that the final subject grade awarded to me may be lower than or the same as the grade that was originally awarded for this subject. If my Head of Department requests my script, I agree for teachers to use my script(s) for teaching purposes only.

Candidate Signature _____ **Date** _____

Candidates' email address _____

PARENTPAY SHOP payment details

For the review/script request process to take place and before the form is handed to Mrs Chrominski (Exams Officer), this form must be completed in full above by the student and below by the person who has made the payment on PARENTPAY SHOP.

PARENTPAY SHOP payment amount	£
Date paid	
Time paid	
Name of person who has paid	
Signature of person who has paid	
Email address of person who has paid	

POST RESULTS

Information, forms and charges regarding the 'Post Results Service' for Reviews and/or 'Access to Scripts' can be located on the School's Website under

School Life – Examination Information – Post Result Service.

Next Steps.....

1/Advice - In the first instance, seek the advice of your Head of Department/Teacher on Results day before pursuing a review of marking. (Please note this is not a re-mark. It will be a review of the Awarding Body marking Criteria)

2/ Post results request - Complete the form on the website – Y11 POST - RESULTS SERVICE REQUEST AND CANDIDATE CONSENT FORM. Signing this form confirms that you have understood what the outcome might be and that you give consent to the 'review of marking' and/or your 'script request' being made on your behalf. Students **(not parents)** must sign and provide their email address for their review/script back.

3/Payment - Total your service requests on the form and make the payment via the ParentPay 'shop'. Click on the logo located on the resources area of the school website, front page, right hand side. No cash or cheques accepted.



You must complete the Parentpay section on the bottom of the Y11 POST - RESULTS SERVICE REQUEST AND CANDIDATE CONSENT FORM before handing it in. Payment for a Review of Marking, must be made before the deadline, **Noon on the 19th September.**

Trouble making a payment, contact finance@gms.bucks.sch.uk

4/Forms - must be sent in for the attention of Mrs Chrominski (Exams Officer) or scanned, attached and emailed to exams@gms.bucks.sch.uk as soon as the payment is made and before the deadline for a Review of Marking, **Noon on the 19th September.**

Please note the strict procedures for submitting your Post Results Service requests, Reviews and/or Access to Scripts. **Deadline for Access to Scripts is Noon on the 26th September.** We are unable to process any requests without the completed form, without payment or after deadline time and dates.