

Results Enquiries

GENERAL

Enquiries about results (EAR) are services provided by all the major examination boards for teachers and students to question examination results. Those available are listed below.

- **CLERICAL CHECKS** – a re-check of all clerical procedures leading to the issue of a result. E.g. all parts of the script have been marked; the adding up and recording of marks is correct.
- **REVIEW OF ORIGINAL MARKING** – to ensure the agreed mark scheme has been applied correctly. This service is only available to externally assessed components. E.g. external examination papers not controlled assessment.
 - It is important to remember that a review of marking as well as clerical checks could result in a mark being adjusted DOWN as well as up.
- **ACCESS TO SCRIPTS** – teachers and candidates are able to request access to their scripts for general interest or to inform future learning e.g. for re-sitting examinations.

Examination boards will only accept requests for these services from the school not from individual candidates so it is important for students and/or parents to contact their subject teacher or head of department for specific help and advice as to whether one or more of the services should be accessed. In many cases the school will suggest an enquiry is made if a candidate is very close to a result boundary.

All enquiries about results can only be processed with the **signed consent of the candidate**.