

Post Results Services – June 2026 Series

In line with JCQ regulations, students are able to request reviews of their results after they have been issued. If you require any of the following post results services, **please complete the relevant application and consent form.** Payment must be made via **Parent Pay only**. The school will not accept cash or cheques. Applications will not be processed without full payment and all the correct information on the form being completed. **All applications should be submitted by the deadline dates detailed below, to Mrs Michelle Dyson, Exams Officer (mdyson@kngs.co.uk).**

SERVICE 1 (CLERICAL RE-CHECK)

This is a re-check of all clerical procedures which includes the following checks:

1. That all parts of the script have been marked
2. The totalling of marks
3. The recording of marks

Candidate consent required (Appendix. A)

SERVICE 2 (REVIEW OF MARKING)

A review of the original marking to ensure that the agreed mark scheme has been applied correctly. This will include clerical rechecks as detailed in Service 1.

This service is not a remarking of the candidate's script.

Candidate consent required (Appendix. A)

PRIORITY SERVICE 2 (REVIEW OF MARKING)

A LEVEL ONLY – This is a Service 2 (Review of Marking) but **only available if a GCE A Level candidate's place in Higher Education is dependent on the outcome.**

This will include clerical rechecks as detailed in Service 1.

This service is not a remarking of the candidate's script.

Candidate consent required (Appendix. A)

ACCESS TO SCRIPTS

Candidate consent required (access to script consent form)

- To support before submitting a service 1 or 2 request
- After a service 1 or 2
- Access to original script & teaching and learning purposes
(Consent provided via a Microsoft Form Link)

Candidate consent required (Appendix. B)

ALL FEES LISTED BELOW ARE PER PAPER

A LEVEL FEES					
SERVICE	DEADLINE TO EXAMINATIONS OFFICER	AQA	Edexcel	OCR	WJEC
Service 1 (Clerical Re-Check)	Thursday 17 th September 2026	£9.70	£14.00	£12.00	£11.00
Service 2 (Review of Marking)	Thursday 17 th September 2026	£51.95	£57.00	£67.75	£51.00
Priority Service 2 (Priority Review of Marking)	Monday 17th August 2026	£61.70	£68.00	£83.50	£60.00
Access to Script	Thursday 17 th September 2026	FREE	FREE	FREE	FREE
Access to Script AFTER a review	Thursday 17 th September 2026	FREE	£15.00	FREE	FREE
GCSE FEES					
SERVICE	DEADLINE TO EXAMINATIONS OFFICER	AQA	Edexcel	OCR	WJEC
Service 1 (Clerical Re-Check)	Thursday 17 th September 2026	£9.70	£14.00	£12.00	£11.00
Service 2 (Review of Marking)	Thursday 17 th September 2026	£44.85	£50.00	£67.75	£45.00
Access to Script	Thursday 17 th September 2026	FREE	FREE	FREE	FREE
Access to Script AFTER a review	Thursday 17 th September 2026	FREE	£15.00	FREE	FREE

APPLICATION AND CONSENT FORM



KINGS NORTON
GIRLS' SCHOOL & SIXTH FORM

Please ensure all tables are filled out and to the best of your knowledge.

The consent form (Appendix A) **MUST** be completed before any enquiry can be made.

No application will be processed until payment is received, funds cleared (by ParentPay ONLY) and all necessary forms are completed. **If you require a priority service, please ensure payments are made by the Pay by Card option on Parentpay. Payments made via Debit Card clear instantly, where as there is a 5-10 day delay for payments made by the one click bank transfer option.**

IMPORTANT NOTE: AFTER ANY SERVICE A CHANGE IN RESULT MUST BE ACCEPTED, REMEMBER THAT MARKS CAN **ALSO GO DOWN! IF A GRADE IS CHANGED THE FEE CHARGED WILL BE REFUNDED.**

Student Name: _____ Candidate No. : _____
(4 digit number, found on your results slip)

GCSE ☐

A LEVEL ☐

BOARD	SUBJECT	PAPER	SERVICE	COST
<i>e.g. Edexcel</i>	<i>Mathematics</i>	<i>1MA1/1H</i>	<i>S2 – Review of Marking</i>	<i>£42.40</i>
			TOTAL	

Personal Email Address: _____

Contact Number: _____

If you have any queries please contact the Examinations Officer – Mrs Michelle Dyson
(mdyson@kngs.co.uk)

Appendix A – Clerical re-checks, reviews of marking and appeals – Candidate consent form



AQA Cambridge OCR CCEA City & Guilds NCFE Pearson WJEC

Clerical re-checks, reviews of marking and appeals

Candidate consent form

Information for candidates

The following information explains what may happen following a clerical re-check, a review of marking and any subsequent appeal.

If your school or college submits a request for a clerical re-check or a review of the original marking, and then a subsequent appeal for one of your examinations after your subject grade has been issued, there are three 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.

To proceed with the clerical re-check or review of marking, you **must** sign the form below. This tells the head of your school or college that you have understood what the outcome might be, and that you give your consent to the clerical re-check or review of marking being submitted.

Candidate consent form

Centre number	Centre name
Candidate number	Candidate name

Details of review (awarding body, qualification level, subject title, component/unit)

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.....

I give my consent to the head of my school or college to submit a clerical re-check or 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 clerical re-check or 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.

Signed: Date:

This form should be retained on the centre's files for at least six months following the outcome of the clerical re-check, review of marking or any subsequent appeal.

Appendix B – Access to Scripts – Candidate consent form for access to and use of examination scripts



AQA Cambridge OCR CCEA City & Guilds NCFE Pearson WJEC

Access to Scripts

Candidate consent form for access to and use of examination scripts

Centre number	Centre name
Candidate number	Candidate name
Qualification level/subject	Component/unit code

☐ I consent to my scripts being accessed by my centre.

Tick ONE of the boxes below:

- ☐ If any of my scripts are used in the classroom, I do not wish anyone to know they are mine. My name and candidate number must be removed.
- ☐ If any of my scripts are used in the classroom, I have no objection to other people knowing they are mine.

Signed: Date:

This form should be retained on the centre's files for at least six months.