



POST RESULTS SERVICES

JANUARY 2025

There are five Review of Results services available:

SERVICE 1 (Clerical re-check)

This is a check of all clerical procedures leading to the issue of a result.

- Candidate written consent is required and will be held on file by the centre
- Deadline for completion is within 10 calendar days of the awarding body receiving the request
- Service includes the following checks: that all parts of the script have been marked: the totalling of marks; the recording of marks
- Deadline for receipt of request and fees will be supplied on results day

The outcome of the clerical re-check will be reported along with a statement of the total marks awarded for each unit, or component, included in the enquiry.

Only Service 1 clerical re-checks can be requested for objective tests (multiple choice tests).

SERVICE 2 (Review of marking)

This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. The service is available for externally assessed components of both unitised and linear GCSE specifications.

- Candidate written consent is required and will be held on file by the centre
- Deadline for completion is within 20 calendar days of the awarding body receiving the request
- Service will include the clerical re-checks detailed in Service 1 and a review of marking as described above

Where a centre is concerned about the marking of an entire centre cohort, please refer to section 4.7 of the JCQ Post-Results Service.

PRIORITY SERVICE 2 (Review of marking)

This is a priority post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly.

- Candidate written consent is required and will be held on file by the centre
- Deadline for completion is within 15 calendar days of the awarding body receiving the request

SERVICE 3 (Review of moderation)

This is a review of the original moderation to ensure that the assessment criteria have been fairly, reliably and consistently applied. It is not a re-moderation of candidates' work.

- Candidate consent is not required
- Deadline for the completion is up to 35 calendar days due to the additional complexities of the process such as co-ordination between the centre and the moderator, and the moderator receiving the original sample of work from the centre
- Review of moderation will be undertaken on the original sample of candidates' work
- Review of moderation cannot be undertaken upon the work of an individual candidate or the work of candidates not in the original sample

SERVICE 4 (Access to scripts)

The deadline for requesting the return of a photocopy of your exam paper as well as the fees, will be available on results day.

- Candidate written consent required
- Returned scripts will only be seen by teachers who are members of staff at Endeavour Academy, or returned directly to the candidate
- Script returned no later than 5th September 2024 – two weeks after the publication of GCSE results.

APPEALS

The appeals process is available to centres, and private candidates, who remain dissatisfied after receiving the outcome of a review of results. Reference should be made to the JCQ publication *A guide to the awarding bodies' appeals processes* which is available on the JCQ website <http://www.jcq.org.uk/exams-office/appeals>.



REVISION HISTORY

Date	Who	Description
January 2022	PDM	Original Document
January 2023	PDM	Reviewed No Change
September 2023	PDM	Reviewed No Change
September 2023	NL	Re-formatting
January 2025	PDM	Reviewed No Change

