



## **RESULTS GUIDANCE FOR STUDENTS**

**November Exams  
GCSE Re-sits**

**Results Day - Results Slips - Grade Boundaries**

**Post-Results – What to do if you are unhappy with your results**

**Centre Number: 43221**

This guide aims to give valuable advice for examination results received by candidates at **Queen Elizabeth Sixth Form College**

**Please read this document carefully and retain it for future reference**

**If there are ANY questions or problems, please contact the Exams Team  
[examsteam@qeliz.ac.uk](mailto:examsteam@qeliz.ac.uk)**

# AFTER THE EXAMINATIONS

## Notification of Results

### GCSE English Language & Mathematics Results

These will be available for collection from the Exams Office from 9:00am to 12:00pm on Thursday 9<sup>th</sup> January 2025.

You will be able to view your results on Student Voyager after 1pm. Please do not telephone to ask for results. We are not able to give out personal information including exam results over the phone.

### RESULTS SLIP (*Example at back of booklet*)

On results day you will receive a “Statement of Results” generated by the college that will show your provisional results. The results are provisional (pending any post-results services outcomes that you may apply for) until you receive the official exam board certificate. The results slip lists the subject(s) you have studied towards. A capital letter indicates an overall grade.

### Grade Boundaries

It is important to remember that grade boundaries vary from year to year for each qualification. Although senior examiners aim to produce exam papers of the same difficulty each year, in practice this is very hard to do. Because of this, the grade boundaries vary to reflect the level of challenge of the papers taken that year. These changes to grade boundaries make sure that fair and appropriate grading standards are set and that it is not easier or harder to get a grade from one year to the next. As in any year, senior examiners will recommend grade boundaries for every qualification after they have reviewed students’ work in their exams and other assessments.

## WHAT TO DO IF YOU ARE UNHAPPY WITH YOUR RESULTS

### Talk to your Course Leader

You must seek guidance from the course leader or your teacher with regard to a review of marking before completing the relevant form. Course Leaders will be able to discuss your paper marks and the subject grade boundaries.

### Decide, with your Course Leader/Teacher, what you want to happen

A review of marking may result in your marks or grade being changed. It is *important* to know that marks and grades can go up or down. You could end up with a lower mark or grade.

If grade goes up or down there is unlikely to be a fee charged. However, this may depend on the awarding body’s charging policy. If the grade does not change then there is a fee charged.

## Requesting a Review of Marking

Once you have spoken to your Course Leader/Teacher you will then need to complete the relevant form which can be obtained from the Exams Office. Please make sure that you quote the details of the actual paper(s) you would like reviewed. Any incomplete forms will not be accepted.

We can accept payment by cash, cheque or card. To pay for this service over the phone by card please contact the college on **01325 461315** and ask for the **Exams Office**. When paying over the phone please state that it is for a "Review of Marking". Once you have paid for the review the signed and completed form needs to be returned to the Exams Office.

The Exams Office will process your request by submitting it to the relevant exam board. Once an outcome has been received you will be notified by an email to your college email account. Depending on what has been received from the exam board, you will be provided a copy of the outcome letter, a new statement of results (if there have been any changes to UMS or overall grade) and information about the refund of fees if applicable.

### Review of Marking categories are as follows:

#### **SERVICE 1 CLERICAL CHECK**

**This service included the following checks:**

A check of all clerical procedures which lead to a result being issued. Checks include: all parts of script have been marked; totalling of marks; recording of marks. You can request a copy of the checked script.

The outcome is normally issued within 10 calendar days of application.

#### **SERVICE 2 (Review of Marking)**

A check that the examiners have marked externally assessed components correctly. Changes to marks will only be made where there is an administrative or marking error but not where the original mark is reasonable.

This is in line with Ofqual's review of marking guidance. Marking errors can occur as a result of: an admin error; a failure to apply the mark scheme where a task has a 'right' or 'wrong' answer; an unreasonable exercise of academic judgement.

The checks will also include the clerical rechecks detailed in service 1. You can request a copy of the reviewed script.

The outcome is normally issued within 20 calendar days of application.

***IMPORTANT: MARKS CAN GO DOWN AS WELL AS UP - YOU COULD END UP WITH A LOWER MARK. REVIEWERS WILL NOT REMARK THE SCRIPT. THEY ONLY ACT TO CORRECT ANY ERRORS IDENTIFIED IN THE ORIGINAL MARKING.***

#### **ATS (Access to Script)**

A photocopy or the original of the student's script.

## Deadlines for Review of Marking – November Series

Service Type	Service Description	Deadline
Service 1	Clerical Check	13/02/25
Service 2	Review of Marks	13/02/25
ATS	Access to Scripts	13/02/25

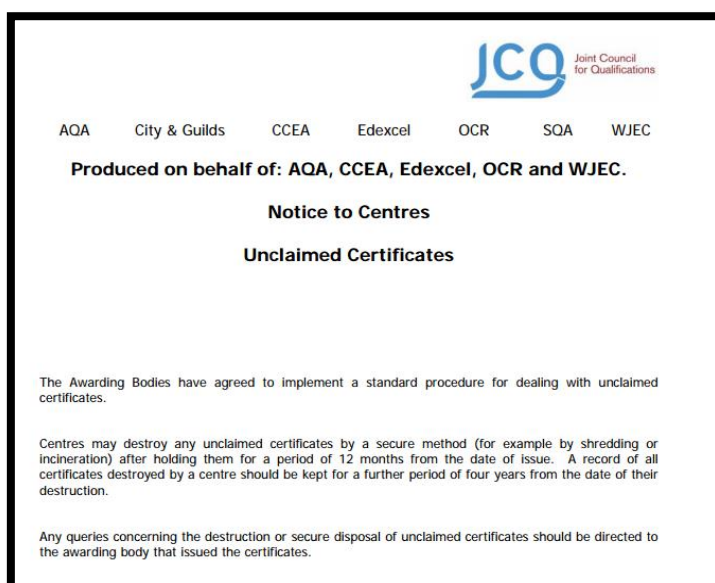
## GCSE Post Results Fees – November Series

Exam Board	Clerical Check	Review of Marking	Review of Marking inc. Script	Access to Script (Teaching & Learning)	Access to Script (Priority)
AQA	£9.05	£42.00	£42.00	£5.00	£5.00
OCR	<i>Awaiting info from Board</i>	<i>Awaiting info from Board</i>	<i>Awaiting info from Board</i>	£5.00	£5.00
PEARSON	£13.10	£46.70	£61.20	£5.00	£5.00
WJEC	<i>Awaiting info from Board</i>	<i>Awaiting info from Board</i>	<i>Awaiting info from Board</i>	£5.00	£5.00

## CERTIFICATES

Certificates usually arrive late February 2025. You will be informed via an email from the Exams Office when your certificate is ready for collection. You will be asked to sign a document as proof of collection.

JCQ regulations state that schools should keep certificates for 12 months. If they remain uncollected, they may be disposed of securely. Awarding bodies do not issue replacement certificates for GCSE or GCE qualifications, instead they will issue a certified statement of results which can be used in place of an exam certificate. It is therefore recommended that you collect your certificates and take good care of them.





## Candidate Statement of Results (43221)

Queen Elizabeth Sixth Form College Information Service

### Surname, Forename - DD-YY-MMMM (D.O.B)

Student Ref: 212345

Unique Learner Number (ULN): 1234567890

TGP: T123-ABC/DE

Candidate No: 1234

Unique Candidate Identifier (UCI): 432210201234Z

Subject	Level	Exam Board	Grade	Points	Endorsement (if applicable)
Nov 2024 8700 – English Language	GCSE	AQA	4	134	
Nov 2024 1MA1 – Mathematics	GCSE	Edexcel	4	96	

