

## Clerical re-checks and review of Marking – **SELF FUNDED**

### 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 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 (the candidate) **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.

To submit a review of marking you must:

- 1) **Fully complete** and sign the table below
- 2) Complete payment for the service selected as detailed on page 2.
- 3) Email the **fully completed form from your school email address** to: [prs@esherhigh.surrey.sch.uk](mailto:prs@esherhigh.surrey.sch.uk) or hand the fully completed form to reception by 9am on Friday 18<sup>th</sup> September.

### Candidate consent

<b>Centre Name:</b>	Esher Church of England High School
<b>Centre Number:</b>	64695
<b>Candidate Name:</b>	
<b>Candidate Email:</b> <small>(if different to school email)</small>	
<b>Candidate Number:</b> <small>(on the top of statement of results)</small>	
<b>Subject:</b>	
<b>Awarding Body:</b> <small>(on the statement of results or end of this document)</small>	Choose an item.
<b>Exam Title:</b> <small>(on the statement of results or end of this document)</small>	
<b>Exam Code:</b> <small>(on the statement of results or end of this document)</small>	
<b>Service requested:</b>	<input type="checkbox"/> Clerical Recheck <input type="checkbox"/> Review of Marking
<b>Current Grade</b>	
<b>Marks away from next grade boundary:</b>	
<b>Confirm payment made:</b>	<input type="checkbox"/> Payment has been made

I give my consent to the head of my school 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.

Candidate Signature (written): ..... Date: .....

## Costs & Services

Service	What does it check?	What It doesn't do?	Purpose?
Clerical Re-check	Ensures all pages were marked, marks were added correctly, and the final mark was accurately recorded.	Does not re-examine how answers were marked; no judgement of marking decisions.	To catch administrative or calculation errors.
Review of Marking	A qualified examiner reviews marking to ensure the mark scheme was applied correctly and consistently. Can correct marking errors.	Does not fully re-mark the paper from scratch; only checks for marking mistakes.	To identify and correct marking misjudgements.

Exam Board	Qualification	Clerical Recheck	Review of Marking
AQA	GCSE	£19.70	£54.85
OCR	GCSE	£22.00	£77.75
NCFE	Vocational Cert L1/L2 Tech Award	£15.00	£62.00
Pearson Edexcel	GCSE, BTEC L1/L2 Tech Award	£24.00	£60.00
WJEC/ EDUQAS	GCSE L1/L2 Certificate	£21.00	£55.00
		Deadline: Friday 18 <sup>th</sup> September	Deadline: Friday 18 <sup>th</sup> September

### How to make payment for a review of marking:

- Online via a bank to “Enlighten Learning Trust”, sort code 30-94-77, Account No 65307968 reference
- “EHS4152 + your name”

## Awarding Bodies

	Awarding Body	Exam Title(s)	Exam Code
Arabic	Pearson	Arabic: Listening Arabic: Reading Arabic: Writing	1AA0 1H 1AA0 3H 1AOH 4H
Biology	AQA	Biology Paper 1 Tier H Biology Paper 2 Tier H	8461/1H 8461/2H
Business	AQA	Business Paper 1 Business Paper 2	8132/1 8132/2
Chemistry	AQA	Chemistry Paper 1 Tier H Chemistry Paper 2 Tier H	8462/1H 8462/2H
Chinese	Pearson	Chinese: Listening Chinese: Reading Chinese: Writing	1CN0 1H 1CN0 3H 1CN0 4H
Citizenship	Pearson	Citizenship: Paper One Citizenship: Paper Two	1CS0 01 1CS0 02
Combined Science	AQA	Combined Sci Trilogy Biology P1F or P1H Combined Sci Trilogy Chemistry P1F or P1H Combined Sci Trilogy Physics P1F or P1H Combined Sci Trilogy Biology P2F or P2H Combined Sci Trilogy Chemistry P2F or P2H Combined Sci Trilogy Physics P2F or P2H	8464/B/1F or 8464/B/1H 8464/C/1F or 8464/C/1H 8464/P/1F or 8464/P/1H 8464/B/2F or 8464/B/2H 8464/C/2F or 8464/C/2H 8464/P/2F or 8464/P/2H
Computer Science	AQA	Computer Science Paper 1b Python Computer Science Paper 2	8525/1B 8525/2
Dance	AQA	Dance: Written Paper	8236/W
Drama	OCR	Drama: Performance & Response Writing	J316/04
English Language	AQA	English Language Paper 1 English Language Paper 2	8700/1 8700/2
English Literature	AQA	English Literature Paper 1 English Literature Paper 2	8702/1 8702/2
Food Prep & Nutrition	WJEC	Food prep and nutrition: component 1	C56UA0-1
French	Pearson	French Comp 2 Listening F or H French Reading (F) or (H) French Writing (F) or (H)	1FR12F or 1FR12H 1FR13F or 1FR13H 1FR14F or 1FR14H
Geography	AQA	Geography Paper 1 Geography Paper 2 Geography Paper 3	8035/1 8035/2 8035/3
German	AQA	German: Listening German: Reading German: Writing	8662/LH 8662/RH 8662/WH
Health & Fitness	NCFE	Health & Fitness: Understanding Health & Fitness	D/618/6059
Health & Social Care	Pearsons	Health & Soc Care: Health And Wellbeing	BHS0301
History	Pearson	History: Medicine in Britain History: Henry VIII Ministries History: Superpower Relations History: Weimar & Nazi Germany	1HIO11 1HIO B3 1HIO P4 1HIO 31
Hospitality and Catering	WJEC	Hospitality & Catering Unit 1: Paper	5409UB0-1
Italian	AQA	Italian: Listening Italian: Reading Italian: Writing	8633/LH 8633/RH 8633/WH
Latin	WJEC	Component 1: Latin Language Component 2: Latin Lit and Sources Component 3b: Roman Civilisation	C990U10-1 C990U20-1 C990UB0-1
Maths	Pearson	Maths: Non-Calculator (F) or (H) Maths: Calculator Paper 1(F) or (H) Maths: Calculator Paper 2(F) or (H)	1MA1 1F or 1MA1 1H 1MA1 2F or 1MA1 2H 1MA1 3F or 1Ma1 3F
Music	WJEC	Music: component 3 Appraising	C660U30-1
Physics	AQA	Physics Paper 1 Tier H Physics Paper 2 Tier H	8463/1H 8463/2H
Persian	Pearson	Persian: Listening (H) Persian: Reading (H) Persian: Writing (H)	1PN0 1H 1PN0 3H 1PN0 4H
Physical Education	Pearson	PE: Health and Performance	1PE0 02
Polish	AQA	Polish: Listening (H) Polish: Reading (H) Polish: Writing (H)	8688/LH 8688/RH 8688/WH
Religious Studies	WJEC	Route A Comp1 In the Modern World Route A COMP2 Study of Christianity Route A Comp 3 Islam	C120U10-1 C120U20-1 C120U50-1
Russian	Pearson	Russian: Listening (H) Russian: Reading (H) Russian: Writing (H)	1RU0 1H 1RU0 3H 1RU0 4H
Spanish	Pearson	Spanish Comp 2 Listening F or H Spanish Reading (F) or (H) Spanish Writing (F) or (H)	1SP12F or 1SP12H 1SP13F or 1SP13H 1SP14F or 1SP14H