

## GCSE Examination Review of Marking & Access to Script Deadlines 2019

### Exam Marking Review

The deadline for requesting a review of marking for any of your GCSE modules is **4pm Thursday 19 September**. Examination board reviewers will check the original marking to ensure the agreed mark scheme has been correctly applied. Any requests received after this deadline will not be accepted.

There is a cost for requesting a paper to be reviewed. These rates are:

<i>Exam Board</i>	<i>Cost per paper</i>
CCEA	£18.45

You may be unsure as to whether you should get a paper reviewed. You can speak to your subject teacher for advice on this matter. The target completion date for all marking reviews is 20 calendar days from when the request is submitted.

If the unit grade goes up as a result of the review of marking, the cost will be refunded.

**Please note that marks and grades can go up but they can also go down!**

### Clerical Check

Examination Boards offer a service known as Clerical Check. This service will ensure that all parts of your script have been marked, that the marks have been totalled correctly and that the marks have been recorded correctly. It is important to note that similar to the review of marking, a clerical check can lead to a drop in marks and grade. The deadline to request a clerical check is **4pm Thursday 19 September**. The cost for the clerical review is:

<i>Exam Board</i>	<i>Cost per module</i>
CCEA	£8.50

### Access to Scripts

If you are unsure whether to get a Mathematics paper reviewed, you can request access to a photocopy of your script. The deadline for this service is **4pm Thursday 29 August**. You can then decide if you wish to have your paper reviewed. This service only applies to GCSE Mathematics.

If you have requested a paper to be reviewed, at an additional cost you can ask to see a photocopy of your script. This must be requested at the same time as the review request. If you are not requesting a review but would like to see your exam paper you can request the original to be returned to you. Please note **if you request the original script you cannot then decide to have it reviewed**. The deadline for requesting your original script is **4pm Thursday 26 September**. These scripts will be returned to school by 6 November 2019.

The cost for requesting either of these services is:

<i>Exam Board</i>	<i>Cost for original</i>	<i>Cost for photocopy</i>
CCEA	£6.30	£8.50

When requesting access to scripts, candidates should note that quality assurance measures on scripts prior to dispatch may result in a change to marks awarded.

### **What next**

If you would like to request a review of marking or request access to your script, please come and see me when you return to school bringing with you the correct payment. All cheques should be made payable to Strathearn School. **Review of mark requests cannot be sent unless payment is received.**

Please note the deadline for the service you require. These deadlines are set by the examination boards, they are not flexible. If a request is received after the deadline it will not be accepted.

If there is anything you are unsure about regarding marking reviews or script access or if there is anything you would like clarified, please come and speak to me.

**C Norris (Mrs)**  
*Examinations Officer*