

Post-Results Appeals Form

Information for candidates

The information contained in this form is based on the guide provided by Ofqual regarding the Summer 2020 grading and appeals process. The guide can be found on the college website under ‘Exams & Revision’ or by searching for the ‘Ofqual Student Guide Summer 2020’ in your web browser.

If you are not sure that one of your exam grades is correct you may be able to make an appeal to the Exam Board. Please note that appeals must be done on your behalf by the College. However, you can only appeal if you think there has been an error in the process. You cannot appeal because you do not agree with the grade you received from your teacher or you do not agree with the standardisation process applied by the exam board. You also cannot appeal if you feel you would have done better in your exams. If you would like an opportunity to improve your grade, you can choose to sit exams in the autumn series instead.

1. You can appeal if you think an error was made when your school submitted your centre assessment grade or rank order.
2. You can appeal if you think the exam board used the wrong data when calculating grades or incorrectly communicated the grades calculated.
3. If you have concerns about bias, discrimination or something else that suggests that the college did not behave with care or integrity when determining your centre assessment grade or rank order you should complete an Internal Appeals/Complaints Form which is available on request from the Exams Office and is also available on the college website under Parent or Student - Exams & Revision. If you have evidence of serious malpractice it may be appropriate to bring those concerns directly to the exam board initially instead. Where there is evidence, exam boards are required to investigate allegations as potential malpractice or maladministration.

Please note that following an appeal grades can go up or down or stay the same. The new mark is the final mark and supersedes all previous marks. You cannot ask for the previous mark to be reinstated.

If you would like to request an appeal, please complete the form overleaf. There may be a fee for an appeal and we will notify you of this prior to initiating an appeal. If the grade is amended as a result of an appeal any fees charged will be refunded.

In order to initiate an appeal the college MUST have the **student**’s consent and this must be received before the college deadline which is **Monday 14th September** (this can be an electronic, handwritten or typed signature). Please note that reviews can take up to 42 days and that we will notify you as soon as we know the outcome.

**Appeals form overleaf**

**Appeal & Candidate Consent Form – Summer 2020 Exams**

Centre: **Clyst Vale Community College** Centre No: **54203**

(Please note your candidate number and subject codes etc can be found on your Results Slip)

Candidate name: ……………………………………….…………… Candidate No: …………….

Email address: ……………………………………………………………………………………..

Level (please tick as appropriate): GCSE ….…... Alevel ….…… BTEC ……... Other …………....

Exam board (please tick as appropriate): AQA ……. .OCR …….. Edexcel ….…. WJEC ……………….

Subject Title: ……………………………………… Code: ……………………………(see Results Slip)

Appeal details (please explain here why you believe that there has been an error in awarding your grade)

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I give my consent to the Exams Officer to make an appeal on my behalf. In giving consent, I understand that the final subject grade awarded to me may be lower than, higher than or the same as the grade which was originally awarded to me.

Signed: ……………………………………………….… (Candidate) Date: …………………………

**Additional copies of this form and further information can be found on the CVCC website under Parents or Students / Exams & Revision.**