

Post Results Services - Overview

If you have concerns about your exam results, please read the following information carefully

Access to scripts

All boards provide free, immediate access to exam scripts. Scripts can only be requested to support a review of marking (see below) or for teaching and learning purposes. Students must provide written consent for the school to access their scripts. To do this complete the “NDHS ATS Consent Form” available on the exams page of the school website and email to exams@ndhs.org.uk from your school email address

If you want to query a result with the exam board, the following post results services are available:

Enquiries about results

Service 1 (Clerical re-check) This service will include the following checks: • that all parts of the script have been marked; • the totalling of marks; • the recording of marks. The deadline for the awarding body to complete this is within 10 calendar days of receiving the request.

Service 2 (Review of marking) This is a review of the original marking to ensure that the mark scheme has been applied correctly. A marking error can occur because of: • an administrative error; • a failure to apply the mark scheme where a task has only a ‘right’ or ‘wrong’ answer; • an unreasonable exercise of academic judgement. The awarding body will train its reviewers to conduct reviews of marking accurately and consistently. Reviewers will not re-mark the script. They will only act to correct any errors identified in the original marking. This service will include the clerical re-checks detailed in Service 1. The deadline for the awarding body to complete this is within 20 calendar days of receiving the request.

Priority Service 2 (Review of marking) This is a priority review of the original marking as above.

It should only be used by Y13 students if your University or further education place is at stake.

Important: Awarding bodies strongly advise candidates to inform their university or college choices that a review of results has been requested. By informing them, they may be able to keep the candidate’s place open until the review has been completed. An awarding body will not inform UCAS or others that a review of marking has been requested. However, it will advise UCAS of any grade change arising from a review. The deadline for the awarding body to complete this is within 15 calendar days of receiving the request.

Be aware! If you request any of the above services your result could go up, go down, or remain the same. If it changes your original mark CANNOT be reinstated.

Accessing post results services - Clerical check or Review of marking

Only students can request post results services. Go to the Exams page of the school website and complete the “NDHS EAR Consent form” and email to exams@ndhs.org.uk from **your school email address**. Please note that payment is required at the time of the application – you will find details of costs, deadlines and how to pay in the NDHS Post Results Deadlines and Costs section.