

## Formal Examination Reviews 2024

On receiving results, it is possible that the student's examination material can be reviewed by the examination board at the academy's expense if the grade achieved by the student is not in line with expectations and predictions made by teaching staff when issuing module grades. **It is important to note that these reviews can result in a grade decrease as well as an increase, so they should be considered carefully.**

GCSE & GCE students can also independently request a re-mark if they are not happy with the grade.

Some subjects such as Art can only request remarks as a cohort, so individual requests may not be possible.

Please see key dates for this below.

Results day (15 <sup>th</sup> August)	Grades will be emailed or collected from the Academy. If you are at this point disappointed with your grade, your first point of contact on the day will be Mrs H Moss (if you are in). If you are not in, then a specific examination's email address will be provided for you to contact.
22 <sup>nd</sup> August	Deadline for priority remarks
6 <sup>th</sup> Sept	Departmental remark requests deadline
11 <sup>th</sup> Sept	SLT approve remark requests
13 <sup>th</sup> Sept	Students who have had remarks approved through the department and, therefore paid for by the Academy, will be contacted. If you are not selected but had requested a review of marking, you will be contacted to ask if you wish to proceed with the review, for which you will have to pay.
26 <sup>th</sup> Sept	Deadline for all remark submissions

Students are advised to wait until the 11th Sept to confirm whether departments have selected them for a review, and these will be paid for by the Academy. Students from the above list who have not been selected will be contacted after 11<sup>th</sup> Sept to ask whether they wish to proceed with a review at their own expense.

Students must be willing to cover the cost of the remark prior to the request being submitted to the examination boards. Costings of these are in the attached appendix.

If a grade alters then the fee is refunded.

**A Level/UCAS Priority Reviews – if a place at university is dependent on a grade improving, and they are within the above criteria, this can be processed immediately by the Academy after results day without the student covering the fee.**

### Exceptional circumstances

On occasion the Academy will have concerns over results for the whole cohort of a qualification and request all students have their work reviewed; this will be communicated to students and paid for by the Academy.