

**Please tick a box:**

- Category 1** – My place at MHSG (or another school/college) depends on the outcome of the review(s)  
This review will be submitted by MHSG as soon as possible. You may submit the form in school or from home,
- Category 2** – Whether I am able to take my preferred A-level subject(s) depends on the outcome of the review(s).  
This review will be submitted by MHSG as soon as possible. You may submit the form in school or from home,
- Category 3** – Neither my place nor my subjects depend on the outcome of the review(s)  
This review will be submitted by MHSG from Tuesday 27th August. You may only submit the form from home.

|             |  |             |  |                        |  |
|-------------|--|-------------|--|------------------------|--|
| <b>Name</b> |  | <b>Form</b> |  | <b>Candidate email</b> |  |
|-------------|--|-------------|--|------------------------|--|

**Section 1** - Complete this part of the form if you would like a **review of marking**. Note that the charges listed below are *per paper* not per subject. Please state clearly which paper(s) you wish to have reviewed.

| Awarding Body<br>E.g. AQA | Qualification level and Subject title<br>E.g. GCSE English Language Paper 1 | Paper code<br>E.g. 8700/1 | Access to reviewed script<br>✓ or X | Fee      |
|---------------------------|---|---------------------------|-------------------------------------|----------|
|                           |   |                           |                                     | £        |
|                           |   |                           |                                     | £        |
|                           |   |                           |                                     | £        |
|                           |   |                           |                                     | £        |
| <b>Total</b>              |   |                           |                                     | <b>£</b> |

**Section 2** - Complete this part of the form if you would like **access to your unreviewed script(s)**. Note that the charges listed are *per paper* not per subject. Please state clearly which paper(s) you wish to access.

| Awarding Body<br>E.g. AQA                   | Qualification level and Subject title<br>E.g. GCSE English Language Paper 1 | Paper code<br>E.g. 8700/1 | Fee      |
|---|---|---------------------------|----------|
|   |   |                           | £        |
|   |   |                           | £        |
|   |   |                           | £        |
|   |   |                           | £        |
| <b>Total</b>                                |   |                           | <b>£</b> |
| <b>Total Cost (sum of two totals above)</b> |   |                           | <b>£</b> |

**Review of Result Candidate consent taken from [JCO's Post-Results Services](#) (section 4, appendices A and B).**

By signing here, I give my consent to the Head of my school to submit requests for post-results services for the examination paper(s) listed above. In giving consent for a clerical re-check or a review of marking 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.**

Signature: ..... Date: .....

Please hand the form to Miss Kostick or email it to [nkostick@mhsg.manchester.sch.uk](mailto:nkostick@mhsg.manchester.sch.uk) . You (the candidate) will receive an acknowledgement email, within three working days of your request, confirming that your review has been submitted to the Awarding Body. The outcome of your review will be sent to your school email account. We strongly recommend that you check this account regularly. Note that due to GDPR we cannot share outcomes with anyone other than the candidate.

| Post-results service                                     | Deadline   | Details of the service   |
|--|------------|--|
| Clerical re-check  | 20/09/2024 | This is a re-check of all clerical procedures leading to the issue of a result.<br><br><b>We do NOT generally recommend a clerical re-check.</b><br><b>If you wish to request this service, please contact Miss Kostick by email <a href="mailto:nkostick@mhs.g.manchester.sch.uk">nkostick@mhs.g.manchester.sch.uk</a></b>  |
| Clerical re-check with a copy of re-checked script       | 20/09/2024 |  |
| Review of marking  | 20/09/2024 | This is a post-results review of the original marking to ensure that the agreed mark-scheme has been applied correctly. <b>Reviewers will not re-mark the script.</b> They will only act to correct any errors identified in the original marking. This service will include: <ul style="list-style-type: none"> <li>• clerical re-checks</li> <li>• a review of marking as described above</li> </ul> |
| Review of marking with access to reviewed script         | 20/09/2024 |  |
| Access to unreviewed script to support review of marking | 03/09/2024 | This is a priority service that ensures copies of scripts are returned in sufficient time to allow decisions to be made whether a review of marking should be applied for  |

Post-results services: fees and charges

| Post-results service        | Fees   | Notes  |
|-----------------------------|--|--|
| Review of marking           | <b>£50</b>   | Includes a copy of the reviewed script for AQA.  |
| Access to unreviewed script | <b>£5 Admin fee</b>  | You may wish to request a copy of your script to help inform a decision about whether to request a review of marking. Please note that subject teachers will <i>not</i> look at your paper to advise on whether you should request a review. |
| Access to reviewed script   | Included as part of review with AQA<br><b>£15</b> for OCR and Edexcel / Pearson<br>Not available for WJEC / Eduqas | Where a copy of a reviewed script is required, this should normally be applied for at the same time as the review of marking. AQA will automatically provide a copy of the reviewed script with a review of marking as part of the service.  |

To pay, please call the MHS Finance Office on 0161 224 0447 and they can take a card payment over the phone. It is also possible to come into school to pay in person. Office hours are from 9am – 4pm during the week.

Alternatively, you can pay for post results services via ParentPay. Instructions for paying by ParentPay can be accessed here: [Making Payment by Parentpay.docx](#) or by scanning the QR code.

