

OXFORD

INTERNATIONAL
AQA EXAMINATIONS

ADDITIONAL SUPPORT FOR SPECIAL CONSIDERATION

November 2022 and January 2023

OxfordAQA International Examinations

v1.0

Introduction

Where students are not able to sit one or more of the planned exams in the November 2022 or January 2023 series of OxfordAQA International examinations this guide, which is an addition to the guidance found on our [website](#), will support your decision making during the ongoing uncertainty caused by Coronavirus and other circumstances which may prevent a student from taking their exams.

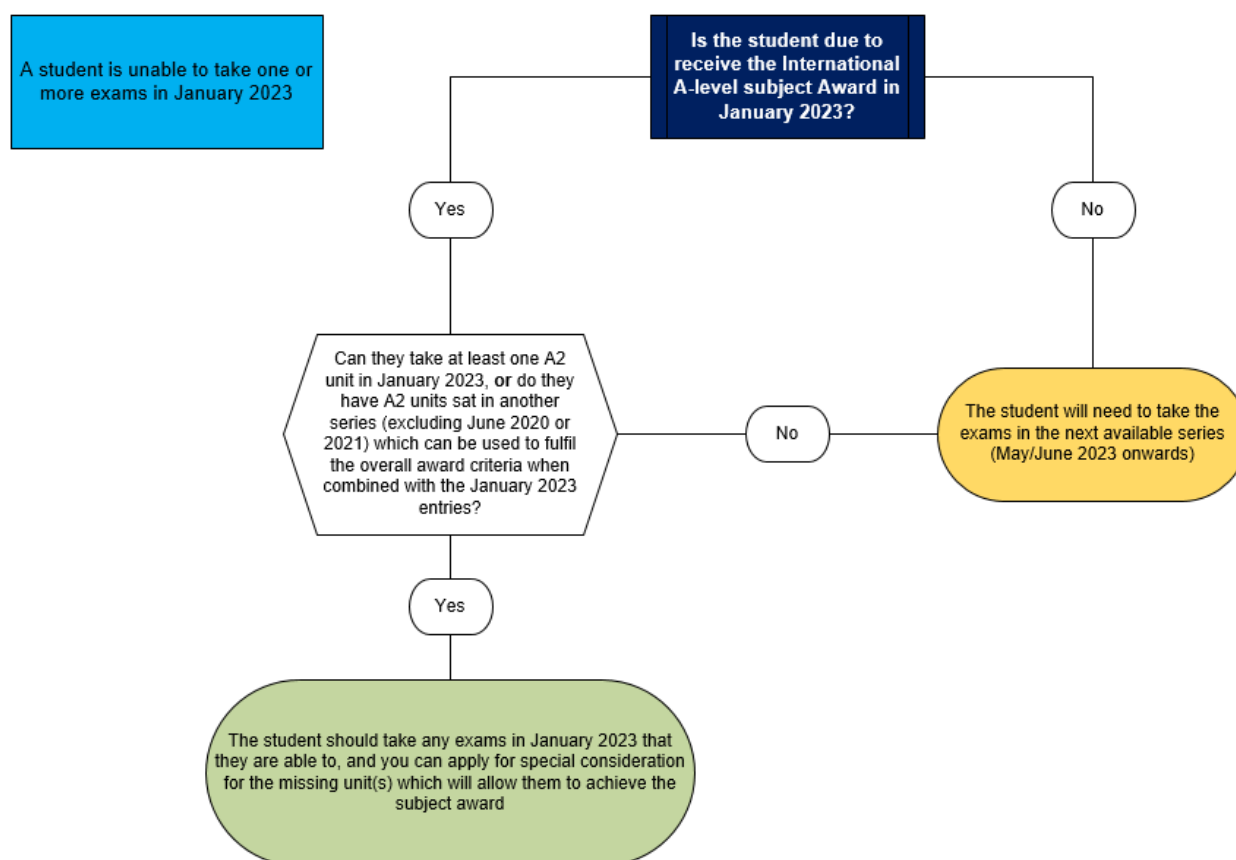
Scenarios

Special consideration is an adjustment to a mark or marks and can only be calculated for an individual or group who have not been able to take an exam due to circumstances beyond control. It will be based on the student(s) performance in an exam or exam series, within the same subject or specification. The following scenarios may help support you to find the appropriate course of action:

Situation	Special Consideration applicable?	Action required
Whole school closed after all students have sat at least one exam in each subject	Yes	Requests must be made in Centre Services for all subjects, and all students entered for them
Whole School closed due to Coronavirus after some students have sat an exam in some subjects	Only for those who have sat an exam in a given subject	Requests must be made in Centre Services for students who will not be able to take any further exams in the November 2022 or January 2023 series. Those who have not sat an exam in a subject will need to take the exams in the next available series.
Entire school temporarily closed following a localised outbreak before any students have sat an exam	Only where a student can sit at least one exam in this series	Email info@oxfordaqa.com for advice
International GCSE student unable to take any planned exams	No	The student must take the papers in the next series (May/June 2023)
International GCSE student unable to take some exams	Yes, however a minimum 20% (or one unit) of the assessment must be taken in order for the request to be considered	Request must be made via Centre Services for this student in the relevant subject(s)
International AS student unable to take one paper	If the student is claiming an International AS award, special consideration can be sought for the paper which cannot be sat	Request for the single student in the specified subject in Centre Services. This would appear as an exceptional grade on further documentation

International A-level unit/awards

Making decisions around International A-levels is more complex as the units can be sat in different series without needing to enter for a full award. The flow chart below shows what would be the appropriate course of action in the event a student is unable to sit a unit or units for January 2023 series.



For example: a student sat International AS Biology papers 1 and 2 in January 2022, and is due to take International A-level Biology papers 3, 4 and 5 in January 2023. However they are unable to sit all three of the papers due to unforeseen circumstances. You can apply for special consideration for the student in International A-level Biology if they have sat one of papers 3, 4 or 5 in January 2023. If they are unable to sit any papers in the series, they must take them in the May/June 2023 series in order to achieve the award.

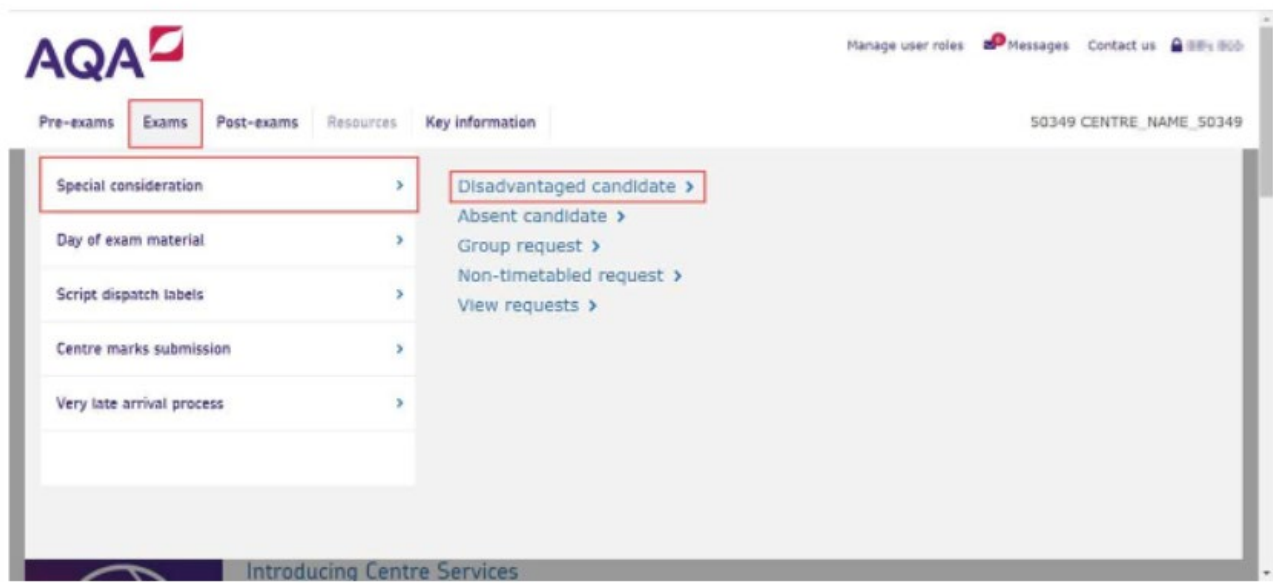
Further guidance can also be found [on our website](#)

Making a request for special consideration

An Exams Officer, or a delegate, will hold a Centre Administrator account for Centre Services. To submit a request for special consideration, they must log into [Centre Services](#) follow the steps below:

For a single student

- Select the Exams tab
- Select the Special consideration option
- Select the Disadvantaged candidate option



- A new request must be created

■ / Exams / Special consideration / Disadvantaged candidate Help

Create new request

Disadvantaged candidate request Absent candidate request Group request Non-timetable request

Series*
JUNE 2018 SERIES 6G

Candidate info

Candidate number
6203

UCI
Enter text

Surname
Enter text

ULN
Enter text

Forename
Enter text

Showing 1-1 of 1 results Show 5

	Candidate number	Surname	Forename	UCI	ULN
<input type="checkbox"/>	6203	PADDOCK	JERED	0000D0895489V	2171198426

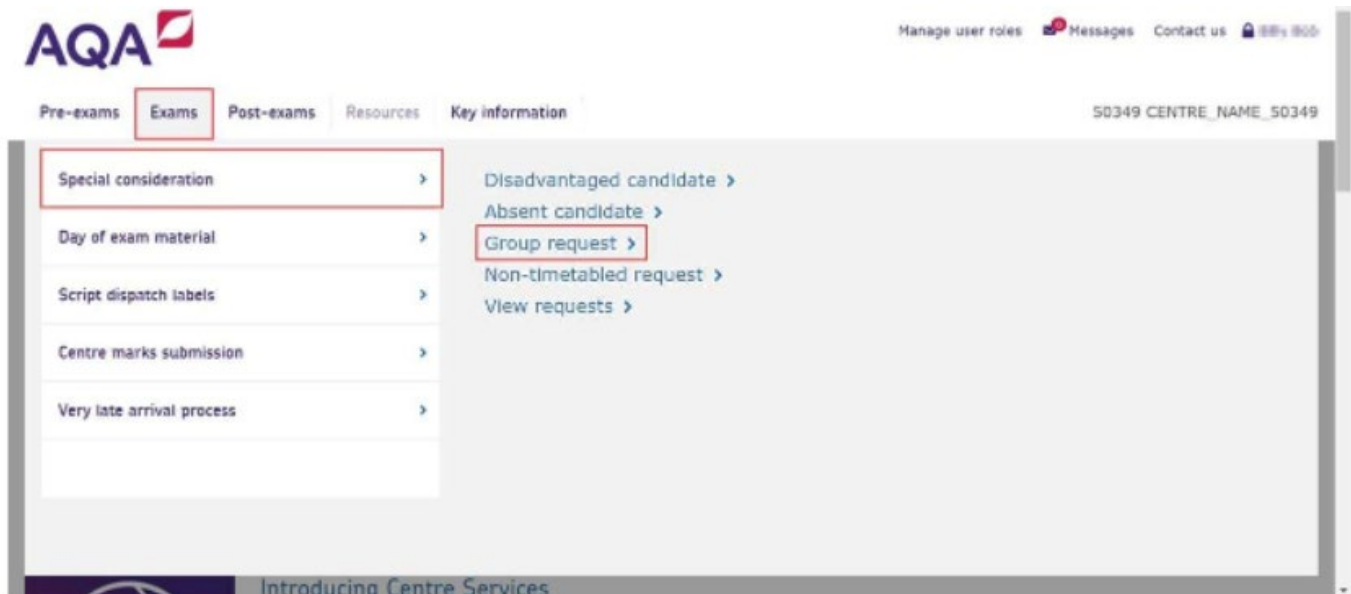
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- Select the series and input the student details
- Use the most appropriate fields on the form to help your search
- Once the student record is found, select using the spot next to the candidate number
- Enter the date the problem began and the nature of the problem
- Make sure all mandatory fields are completed (these are marked with *)
- Select the category of the disadvantage from the drop down list

- Select the unit(s) which should be included in the request
- Review all details before checking the declaration box
- Submit the request

For a group request

- Select the Exams tab
- Select the Special consideration option
- Select the Group request option



- A new request must be created for each unit or component for a group

■ / Exams / Special consideration / Group request Help

Create new request

Disadvantaged candidate request Absent candidate request **Group request** Non-timetabled request

Series[®]

JUNE 2018 SERIES 60

Component code

8202/X

Eligible components

Showing 1-1 of 1 results Show 5

	Specification code	Component code	Component title	Exam date
<input checked="" type="checkbox"/>	8202	8202/X	ART & DES (FINE ART) EXT SET	

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- Select all eligible students using the checkbox on the left hand side next to the candidate number

Create new request

Disadvantaged candidate request Absent candidate request **Group request** Non-timetabled request

Series*

JUNE 2018 SERIES 6G

Component code

8202/X

Eligible components

Showing 1-1 of 1 results

Show 5

	Specification code	Component code	Component title	Exam date
<input checked="" type="checkbox"/>	8202	8202/X	ART & DES (FINE ART) EXT SET	

Page 1

Candidate info

Showing 1-5 of 28 results

Show 5

	Candidate number	Surname	Forename	UCI	UUN
<input type="checkbox"/>	4035	BAKKER	NICHOLAS	0000D0895502F	2171198558
<input type="checkbox"/>	4042	HERERA	VADA	0000D0893082H	2171198264
<input checked="" type="checkbox"/>	4053	HOLDER	LOVELL	0000D0895508K	2171198597
<input type="checkbox"/>	6146	MAITLAND	KEEGAN	0000D0896066A	2171199392
<input checked="" type="checkbox"/>	6155	BRIGGS	AGATHA	0000D0895509G	2171198625

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- Make sure all mandatory fields are completed (these are marked with *)
- Make sure the summary of problem explains the situation clearly
- Review all details before checking the declaration box
- Submit the request

Viewing the outcome of the request(s)

- Select the Exams tab
- Select the Special consideration option
- Select the View requests option
- Input the year
- Select series
- Input the details to help search for the request
- Click on the eye icon in the Action column next to the student details
- The request will be pending, Accepted or Rejected



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