

Student consent form - Clerical re-checks, reviews of marking and appeals

Information for students

The following information explains what may happen following a clerical re-check, a review of marking and any subsequent appeal. If your school submits a request for a clerical re-check or a review of the original marking, and then a subsequent appeal for one of your examinations after your subject grade has been issued, there are three possible outcomes:

- Your original mark is lowered, so your final grade may be lower than the original grade you received.
- Your original mark is confirmed as correct, so there is no change to your grade.
- Your original mark is raised, so your final grade may be higher than the original grade you received.

To proceed with the clerical re-check or review of marking, you **must** sign the form below. This tells the head of your school that you have understood what the outcome might be, and that you give your consent to the clerical re-check or review of marking being submitted.

Student consent form

Centre number	School name
Candidate number	Student name

Details of review (awarding body, qualification level, subject title, component/unit)

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I give my consent to the head of my school to submit a clerical re-check or a review of marking for the examination(s) listed above. In giving consent, 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.

Signed: Date:

This form should be retained on the school’s files for at least six months following the outcome of the clerical re-check, review of marking or any subsequent appeal.

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