

**GCE Results Day - A Level students.
Thursday 15th August 2019**

Please read this letter carefully before you leave.

Dear student,

I hope you have done well in your exams and that you are ready to embark on the next step in your future plans.

Results and the Awarding Bodies

If you wish to contact an Awarding Body regarding your results please be advised they will always refer you back to school for help. There are also useful pages on their websites such as:

AQA <https://www.aqa.org.uk/student-and-parent-support/results-day>

OCR <http://www.ocr.org.uk/ocr-for/learners-and-parents/>

Edexcel <http://qualifications.pearson.com/en/support/support-for-you/students.html>

Converting UMS marks

For help understanding your results, here is a useful UMS converter . This only applies to the legacy, non-linear qualifications (those where your AS units contribute to your overall A Level Grade):-

<http://www.aqa.org.uk/exams-administration/about-results/uniform-mark-scale/convert-marks-to-ums>

Once the Grade Boundary reports are issued by the Awarding Bodies these will also be available on their websites, and of course at the Exams Office at school.

UCAS and Clearing

Access to UCAS is available on the computers in the CLC today. If you need any help or advice regarding your University place, please see Mrs Baines or Mrs Smallbone.

If you are concerned about your results some of the Awarding Bodies operate a Priority Review Service 2 in the summer where a candidate has a university place pending, please see Mrs Cottle **immediately** to discuss your options. See overleaf for details.

The UCAS website is <https://www.ucas.com/>

A useful shortcut is:- <https://www.ucas.com/ucas/undergraduate/apply-and-track/results/no-offers-use-clearing>

If you have not achieved the grades you require **the next few days are crucial**. Do not leave school without discussing your options with Mrs Baines, another member of the 6th Form team, or the Exams Office.

- Don't return UCAS clearing forms immediately – 90% of successful applicants who gained a place through Clearing contacted the institution first.
- Mrs Lynch, the school Careers advisor, will be available to discuss your options with you.
- It is important to act quickly as places will be limited, BUT, don't accept a different course from a University/College unless you are sure it is what you want.

If you are not planning to attend university, the following websites may be useful:-

<http://nationalcareersservice.direct.gov.uk/Pages/Home>

<http://www.careerpilot.org.uk/>

<https://workwiltshire.co.uk/>

Year 13 Reunion Evening and collecting your certificates.

Your certificates will be given out at the Year 13 Reunion Evening in December (invitation to follow). This is a happy event for all of you to share with friends and teachers and the *best opportunity to collect your certificates*.

You may collect your certificates at the *Reunion evening* or after that date from the Exams Office – by prior arrangement only. We are unable to post certificates; they must be collected by the named recipient or a third party nominated by them in writing only.

Your certificates are valuable documents and you should keep them safe. Employers and admissions officers at colleges and universities may ask to see your certificates to prove which awards you have achieved.

Unfortunately, the issue of replacement certificates is not possible where originals have not been collected from the school or college. Original certificates are despatched to centres approximately three months after the exam results are published and schools are required to retain certificates for a period of 12 months. If you took your exams within the last year, you should contact the Exams Officer at your school or college to check if they have the original certificates. Otherwise, you will need to apply to the relevant Awarding Body for a certified statement of results.

P.T.O

Collect your certificates and keep them safe.

Review of Results (Please see the 'Post Result Services' Application form for details of all available services)

You may know that you did not do well in a particular exam and that your result, although disappointing, is fair. However, if you are seriously concerned that your grade may not be correct (e.g. two grades lower than your estimated grade **and** not what you expected after taking the exam), this is what you can do:-

If you are concerned about your results, some of the Awarding Bodies operate a **Priority Review Service 2** in the summer only for candidates who have a university place pending. Please see Mrs Cottle or Miss Naish **immediately** to discuss your options. Fees range from £50-£60 per script depending on the Awarding Body.

This service only operates for a few days. DEADLINE 20th August.

You could also get a copy of your marked scripts and then perhaps ask for a *Review of Marking* (the review may not be complete in time for a UCAS appeal):-

- You can obtain a photocopy of your script to decide whether you want to appeal or not. Application for a photocopy has to be to Mrs Cottle at school, by **Tuesday 20th August**. After this date the window closes and there is no further possibility of gaining your script in time to request a review of marking.
- Collect an 'Access to Scripts' form from the exams office, or download from the school website and hand it to Mrs Cottle or Miss Naish in the Exams Office with the required fee (please ask for details, as these vary between Awarding Bodies. The fee can be up to £15 per script).
- Your script(s) will be available to collect from the Exams Office. They usually arrive within two weeks of application and will be available to collect from school by Monday 9th September.

If, after analysing your script, and perhaps after advice from the subject teacher, you wish to apply for a '**Review of Marking**'. You must contact the Exams Office, complete a form and pay a further fee (approx.. £40-£50).

- The deadline for standard 'Review of Results' requests is **Friday 13th September 2019.**

Please consider this option carefully, as your grade may go down as well as up. The new grade is FINAL and you cannot revert to the original. If a grade is raised then a refund will be issued. N.B. You might wish to obtain a photocopy of your script before committing yourself to a '*Review of Marking*'.

Payment must be received in advance with each request. Our preferred method of payment is via our online payment system –'ParentPay'.

If you have any queries or concerns regarding your results, please email the Exams Office or call 01225-711161. Mrs Cottle will be available to answer your queries during office hours throughout August.

Copies of all forms described above are available from the Exams Office and the school website.

Yours faithfully,

D. J. Cottle

Mrs Cottle - Examinations and Data Manager.

✉ exams@jogschool.org

☎ 01225 711161