

# Reviews of Results and Access to Scripts Fees and Services BTEC and AAQ January 2026 Series

## Vocational Level 3 BTEC

	Service	Deadline All 9am	Fee per unit/paper Pearson BTEC National (L3)
1	Clerical re-check	16 <sup>th</sup> April 2026	£14.00
2	Review of Marking	16 <sup>th</sup> April 2026	£50.00
ATS	Copy of Script without review/check	17 <sup>th</sup> April 2026	Free

## OCR – Cambridge Advanced National (AAQ'S)

	Service	Deadline All 9am	Fee per unit/paper
1	Clerical re-check	23 <sup>rd</sup> April 2026	£12.00
2	Review of Marking	23 <sup>rd</sup> April 2026	£67.75
ATS	Copy of Script without review/check	17 <sup>th</sup> April 2026	Free

### Service 1 (Clerical re-check)

This service includes the following checks:

- That all parts of the script have been marked
- The recording and totalling of marks
- Candidate consent form is required and must be held on file by the centre
- Upon submission of the request, estimated completion from the awarding body is approximately 10 calendar days

How to make this request: Please complete the Candidate Consent form on page 3, with a line for each script you wish to request a clerical re-check of and return the completed form to [exams@richuish.ac.uk](mailto:exams@richuish.ac.uk) via your student email account.

Upon submission, awarding bodies will provide centres with a document including a statement of the total marks, awarded for each unit/component included in the request. This will be returned to your student email account.

Please see the fees and deadline tables relating to each exam board above.

### Service 2 (Review of marking)

The review of marking of externally assessed units. This service will include:

- The clerical re-checks detailed in Service 1
- A review of the original marking is to ensure that the agreed mark scheme has been applied correctly
- Awarding bodies will not remark the script, they will only act to correct any errors identified in the original marking
- Candidate consent form is required and must be held on file by the centre
- The deadline for completion is within 20 calendar days of the awarding body receiving the request.

How to make this request: Please complete the Candidate Consent form on page 3 with a line for each script you wish to request a review of marking on and return the completed form to [exams@richuish.ac.uk](mailto:exams@richuish.ac.uk) via your student email account.

Upon submission, awarding bodies will notify centres that the request has been received. When the outcome is reached awarding bodies will notify the centre and we will inform you of the outcome via your student email account.

Please see the fees and deadline tables relating to each exam board above.

### **Access to Scripts**

This service is for any student who would like to see a copy of their marked script to help decide whether to pursue any other Post Result services.

How to make this request: Please complete the Candidate Consent form on page 3, with a line for each script you wish to request and return the completed form to [exams@richuish.ac.uk](mailto:exams@richuish.ac.uk) via your student email account. Upon submission, awarding bodies will provide centres with an electronic copy of the script, which will be returned to your student email account.

Please see the fees and deadline tables relating to each exam board above.

All Post Result Service requests received after the deadline will not be accepted by the Awarding Bodies.

## **Payments**

Please ensure you have completed the required paperwork for the Exams Office first, before making payment using the on-line shop [Richard Huish College Online Store](#) Please refer to the tables above for fee information.

Please note the fee is **per paper/unit not subject.**

Please note applications will not be processed until candidate consent form is completed in full, this must be sent via your Huish student email address. Payment must be made via the on-line shop before the request will be processed.

Requests received after the deadline will not be accepted by the Awarding Bodies.

If the outcome of the enquiry results in a change to the unit grade, (either for better or worse) payment will be refunded.

Refunds will not be made for individual paper mark changes, which do not affect the overall unit grade.

**REVIEW OF RESULTS AND APPEALS – CANDIDATE CONSENT FORM – January 2026 Exams**

Centre Number	63251	Centre Name	RICHARD HUIISH COLLEGE
Candidate Number		Candidate Name	
Contact telephone no.		Contact e-mail (please print)	

**The following information explains what may happen following an enquiry about a result and any subsequent appeal.**

There are three possible outcomes from making an enquiry about a result and a subsequent appeal of one of your examinations after your subject grade has been issued:

- 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.

Please note a post-results review of the original marking and Moderation (RoMM) is a service to ensure that the agreed mark scheme has been applied correctly.  
**It is not a re-marking of the candidate’s script.**

In order to proceed with the enquiry about results, you must sign the form below.

This tells the head of college that you have understood what the outcome might be, and that you give your consent to the enquiry about results being made.

Awarding Body	Subject	Unit Code	Clerical re-check Enter fee payable		Review Enter fee payable		Script Enter fee payable
			No Script	With Script	No Script	With Script	Copy Script
<b>Total Fee for service, see over for fees</b>							

**I give my consent to the head of my examination centre to make an enquiry about the result of the examination(s) listed above. In giving consent I understand that the final subject grade awarded to me following an enquiry about the result and any subsequent appeal may be lower than, higher than, or the same as the grade which was originally awarded for this subject.**

Signed ..... (Student)

Date:

<b>Total Fee to pay £</b>	<b>Date Paid</b>
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**Please make payment via the on-line shop and return the completed form to the Exams Office by the stated deadlines.**

**EXAMS OFFICE USE ONLY:**

Date rec’d: ..... Date EAR process started: ..... Date all EAR Results rec’d: ..... Student informed .....