



HARLINGTON UPPER SCHOOL

POST-RESULTS SERVICES (PRS) REQUEST & CANDIDATE CONSENT FORM

SUMMER 2017

In order to proceed with any post-results service request, you must **fully complete** and **sign** this form. This confirms that you have understood what the outcome of an enquiry might be, and that you give your consent for the service requested. The completed **form** and **payment** should be taken to Main Reception by the appropriate deadline, which will pass on the form to the Exams Office to be processed.

- **FORMS WILL NOT BE ACCEPTED AFTER THE DEADLINE**

- **CORRECT PAYMENT OF THE TOTAL AMOUNT MUST BE MADE AT THE TIME OF SUBMISSION**

Cash or Cheques made Payable to Harlington Upper School (change cannot be given)

Also available on PARENTPAY (please ensure this form is also completed when using PARENTPAY and handed in for processing)
<https://www.parentpay.com/ParentPayShop/Uniform/Default.aspx?shopid=619>

- **FORMS WILL NOT BE ACCEPTED WITHOUT PAYMENT**

(Except in the case of staff/department requests where funds will be transferred at a later date)

Please Note:

If the school makes an enquiry about the result of one of your examinations (i.e. a paper is reviewed), after your subject grade has been issued, there are three possible outcomes:

1. Your original mark is confirmed as correct, and there is no change to your mark/grade.
2. Your original mark is raised so that your final mark/grade may be higher than the original mark/grade you received.
3. **Your original mark is lowered so that your final mark/grade may be lower than the original mark/grade you received. Please be aware that in this case, the LOWER mark will count.**

Name:	Candidate Number:
Email address:	Cheque <input type="checkbox"/> * Cash <input type="checkbox"/> * ParentPay <input type="checkbox"/> *

Awarding Body:
Subject:
Unit/Paper Code:
Enquiries about Results (EAR) (please tick*)
Clerical re-check: <input type="checkbox"/> *
Review of marking: <input type="checkbox"/> *
Review of marking with copy of script <input type="checkbox"/> *
PRIORITY Review of marking: <input type="checkbox"/> *
Access to Scripts (ATS) (please tick*)
Priority Script: <input type="checkbox"/> * (GCSE AQA not available)
Non Priority Script: <input type="checkbox"/> *

- I give my consent for Harlington Upper School to request the PRS detailed above, and agree to pay any fees that may be incurred. I have checked my grade boundaries and I understand that if a script is to be reviewed, the final subject grade awarded to me may be lower than, higher than or the same as the grade that was originally awarded for this subject.
- I agree to tutors using my script(s) for teaching purposes (**for staff script requests only**)

Candidate Signature:	Date:
	Staff script requests: (HoD please sign here if department is to be charged)

for Office Use Only Entry Date:
Cash: Cheque: Parent Pay:
Checked/Complete: