

## Sixth Forms in Partnership

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### Post Result Services 2025 (Enquiries about Results and Access to Scripts)

The following services are provided by the Examination Boards to allow you to have your script(s) reviewed to ensure that you have been awarded the correct mark and/or to allow you to review a copy of your own script(s). Please note that these services are only available for externally assessed components (i.e. not teacher-marked coursework units).

A form is enclosed, which must be used, if you wish to request any of these services. **It is only possible for the College at which you were entered (and sat) to request these services on your behalf.** It is, therefore, vital that forms are submitted - and fees are made payable - to the correct College. Separate forms must be used to request post results services for components sat at each College. Additional forms are available via the Examinations page of Firefly (Elizabeth College) or from The Ladies' College Reception. Copies can also be downloaded from [www.ladiescollege.com](http://www.ladiescollege.com) under *Parents, Useful Information* and then *Examinations*, if required.

Completed forms should be submitted as follows:

#### The Ladies' College:

Please email your completed form to Mrs Duguid [examinations@ladiescollege.ac.gg](mailto:examinations@ladiescollege.ac.gg) with confirmation that payment has been made by bank transfer to account below. Mrs Duguid will then confirm receipt and action your request. She will be in College regularly during the holidays if you need to speak with her.

The Ladies' College  
Sort code: 60 09 20  
Account: 06017614  
Ref: surname/exams

#### Elizabeth College:

Please email your completed form to Mrs Sebire [ksebire@elizabethcollege.gg](mailto:ksebire@elizabethcollege.gg) with confirmation that payment has been made by bank transfer to account below. Mrs Sebire will then confirm receipt and action your request.

Elizabeth College  
Sort code: 60 09 20  
Account: 67012833  
Ref: surname/exams

*Please note: Post-results refunds from Elizabeth College will be settled in your Leaver's bill.*

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### **Service 1: Priority Review of Marking**

**NB This service is only available to candidates who have missed out on their university place as a result of their grade(s) falling below their offer.**

A fast-track service offered in the first week after results are issued. Marks can go down as well as up.

Deadline to submit application: Friday 22 August 2025

Cost: £85

### **Service 2: Review of Marking**

Available to anyone who believes that their mark does not reflect their performance in the exam. Marks can go down as well as up.

Deadline to submit application: Monday 22 September 2025

Cost: £70

### **Service 3: Clerical Recheck**

Only advised where it is clear from a review of a copy of a script (see below) that an incorrect mark has been awarded as a result of an administrative error. Marks can go down as well as up.

Deadline to submit application: Monday 22 September 2025

Cost: £20

### **Service 4: Priority Copy of Script**

Available to anyone who wishes to review their own script before deciding whether or not to request a review of marking.

Deadline to submit application: Friday 22 August 2025

Cost: £15

### **Service 5: Copy of Reviewed Script**

If a candidate knows that they do not wish to apply for a review of marking, but do want to review their own script, they should use this service. Scripts returned under this service will not arrive until after the deadline for requesting a review of marking. It will not be possible to request a review of marking after having received scripts ordered under this service.

Deadline to submit application: Monday 22 September 2025

Cost: £15

**For services 1-3, if a subject grade is changed as a result of the review of marking, then the fee for that service will be refunded.**