



FINHAM PARK POST-RESULTS SERVICES, RE-TAKING EXAMS AND RESULTS CERTIFICATES

GCSE RESULTS – WHAT NEXT?

Firstly, celebrate your success. Hopefully, you will have achieved the results you wanted/expected. You should have received your results statements and will now be confirming which courses you intend to pursue at Finham Park or elsewhere. Remember that your August results statements are provisional and may change depending on the outcome of any post results queries (see below).

A. POST-RESULTS SERVICES

In a small number of cases, you may want to take advantage of some of the **POST-RESULTS SERVICES** available from the exam boards. These include:

- Requesting a photo-copy of your script/s (you may wish to do this before asking for a re-mark)
- Requesting the return of your original script (please note that you cannot request a re-mark once you have received your original script)
- Requesting a re-mark (**please be aware that a re-mark can result in your mark going down as well as up**)

The exam boards charge a fee for each of these services which must be met by the student. The cost varies for each exam board but the table below gives an approximate cost and the deadlines for the queries.

Post-Results Service	Approximate Cost	Deadline for request
Re-mark	£47.00	20/9/09
Copy of re-marked script	£12.00	20/9/09
Clerical re-check of marks	£12.00	20/9/09
Return of original script	£9.00	4/10/09

B. RE-TAKING EXAMS

There are some factors to consider if you are contemplating re-taking exams

- The school only funds your first exam entry and does not normally fund exam re-sits or coursework re-submissions. The cost of re-sit/s must be met by you and/or your parents. Most GCSE subjects can only be re-taken in the summer exam session. GCSE English and Maths can also be taken in November.
- With the exception of English and Maths, you will not be re-taught GCSE subjects in scheduled lessons and teachers cannot guarantee to give you any extra tuition or coaching.
- You also need to consider the effect which re-taking exams may have on your overall workload.

C. RESULTS CERTIFICATES

Results certificates normally arrive in school at the end of October, after any post results queries have been resolved. They will be distributed, in the first instance, at an Awards Evening in December or January. If you are unable to collect your certificates on this occasion, you can collect them from the main school reception, provided you give advanced warning you are coming. We will only post out certificates on receipt of £1.20 to cover the cost of recorded delivery. We will not post out certificates with the normal mail nor give them to a third party claiming to collect them on your behalf.

NB

It is very important that your certificates are kept safe as they are your only proof of the examination results you claim to have achieved. Many colleges and employers will only accept your results certificates as valid evidence of examination results. We are only required to keep certificates in school for one calendar year. They are then either destroyed or sent back to the exam board. To replace a certificate which has been lost or has not been collected within the calendar year costs approximately £50 per exam board. To replace all your certificates could therefore cost up to £150.

If you need further information or wish to use any of these post results services, talk to your Learning Mentors, subject teachers and then see Mr Jeffrey in the Examinations Office (A22)