

What to do if you think your grade is wrong

Appeals

Every year there are students who are disappointed with the grade they achieve. If you are disappointed with your grade you might consider whether you could sit exams in the Autumn series to try to improve your grade.

If you believe an error has been made in determining your grade, there is an appeals process. As a result of an appeal, your grade could go up, down or stay the same.

There are two stages to the appeals process.

Stage 1: Centre review

If you think you have been issued with the incorrect grade, you should first ask the school to check whether a mistake has been made in determining or submitting the grade.

You can do this by completing Section A of Stage One on the [Centre Review and Appeals form](#). This needs to be returned to the exams officer via an email to exam.officer@theredhillacademy.org.uk.

If the school identifies a mistake, the school will submit a revised grade to the exam board to consider.

The school will notify you of the outcome of the centre review by email.

Stage 2: Appeal to the exam board

If you still don't think you have the correct grade after the Centre Review is complete, you ask the school to submit an appeal to the exam board for you.

You can appeal for any of the following reasons:

- There was an error in the way the school followed or applied its procedure for determining your teacher assessed grade.
- The school did not make a reasonable judgement when deciding which evidence to use to determine your teacher assessed grade.
- The school did not make a reasonable judgment about your grade based on the evidence gathered.

You can request an appeal by completing Stage Two on the [Centre Review and Appeals form](#) and returning via email to exam.officer@theredhillacademy.org.uk.

At both stages of the process, we need your written consent to conduct the Centre Review or to submit the appeal to the exam board.

It is important to remember that **your grade can go up, down or stay the same** at either stage of the process.

If you have a place at university that is dependent on your appeal, you should tell the university that you are appealing a grade. You should also tell the school so we can ask the exam board to prioritise your appeal.

Deadlines for centre review and appeals requests

Stage 1: Centre review

Priority request: **16 August**

(a priority appeal is only for students applying to university who did not attain their first choice and wish to appeal an A level result)

Non-Priority request: **3 September**

Stage 2: Appeal to exam board

Priority request: **23 August**

Non-Priority request: **17 September**

Autumn Exam Series

Exam boards will be offering exams in October for A levels, and in November and December for GCSEs.

All subjects will be assessed by exam except art & design which will be assessed by a task set and marked by the exam board. Your grade will be determined by your performance on this task.

The exams will assess you in the same way as had been planned for exams in summer 2021, including assessing you on a reduced number of topics for GCSE English Literature and History.

You can take exams in the autumn if you received a teacher-assessed grade in summer 2021.

If you wish to be entered for an exam in the autumn series please complete the [resit form](#) and return to exam.officer@theredhillacademy.org.uk by **8 September** for A levels and **4 October** for GCSEs.