

2020 Exam Series Appeals Request

As part of the Centre Assessed Grades (CAGs) process, JCQ regulations have required the College to produce a special appeals procedure.

Please note that under Data Protection an appeal request must be made by the candidate or their authorised representative. Furthermore the College will only share any further information that may be needed to be shared with the candidate or their authorised representative.

Please read the Student Guide (pages 11 - 15) outlining what grounds you can appeal your grade?

According to JCQ regulations we can only appeal your grades on three grounds:

- A: School Administrative Error,
- B: Exam Board Administrative Error, or
- C: Discrimination

JCQ regulations further state you **can't** appeal your grade simply because you don't agree with it.

If you are not happy with your grade or would like an opportunity to improve, you can choose to sit exams in the autumn series instead. You will always receive the higher grade.

Please note that if you appeal your grade, it can go up, down or stay the same. If someone else in your cohort appeals their grade and the exam board finds an issue that affects other students' results, your grade is protected and will not go down if the appeal was not made on your behalf.

A: School Administrative Error

You can ask to check whether an error was made when submitting your centre assessment grade. If a mistake was made, we can submit an appeal to the exam board.

I think there might have been a mistake when my centre assessment grade was submitted. *

Yes

No

B: Exam Board Administrative Error

We can appeal to an exam board on your behalf if you believe the exam board used the wrong data when calculating grades or incorrectly communicated the grades calculated.

I think the exam board might have made a mistake when calculating my grade. *

Yes No

C: Discrimination

If you have concerns about bias, discrimination or any other factor that suggests that the College did not behave with care or integrity when determining your centre assessment grade.

I think my result has been affected by wrong doing such as discrimination or bias. *

Yes No

If yes, please provide information and evidence regarding your grounds for appeal.