



# Cancelled Examinations Summer 2020

**Appeals Procedure**  
(Centre No: 33435)



Ofqual have advised that the arrangements for grading this Summer will enable the majority of students to progress to the next stage of study or employment and students may still be able to do this even if their grades are not what they wanted.

However, should students have concerns about how their grades have been calculated they can access an Appeals process.

## Arrangements for appeals on A level, As and GCSE grading in Summer 2020

Ofqual have confirmed the arrangements for appealing A level, As and GCSE qualifications in summer 2020.

### Students:

Can only ask their school or college to check whether;

- it made an administrative error when submitting their centre assessment grade or position in the rank order or;
- if an awarding body made a mistake when calculating, assigning or communicating a grade

and if the school or college agrees, to submit an appeal to the exam board

Can also appeal against the school or colleges decision;

- not to seek any information the awarding body holds that would be needed for an appeal and/or
- not to appeal to the awarding body

A student **cannot**;

- appeal against their centre assessment grades and position in the rank order
- appeal in respect of the process or procedure used by a school or college in calculating their centre assessment grades and position in the rank order
- appeal directly to the awarding body



## Schools and colleges can appeal:

- if they believe something has gone wrong in processing their results – for example, if a school or college believes it has made an error when submitting its information; or similarly, that an exam board made a mistake when calculating, assigning or communicating a grade. Ofqual expect that any such mistakes will be quickly found and corrected
- if they can evidence grades are lower than expected because previous cohorts are not sufficiently representative of this year's students

## Complaints about bias, discrimination, malpractice or maladministration

Ofqual recognises and takes seriously concerns about risks of bias in judgements used this summer. If you have concerns about bias, discrimination you should first raise these with school or college. If you have evidence of serious malpractice by the school or college it may be appropriate to pass such evidence on to the awarding body who could investigate.

## Aquinas College appeals procedure - Summer 2020

All students should, in the first instance, direct any queries about their results to [2020results@aquinas.ac.uk](mailto:2020results@aquinas.ac.uk) on or after the 13<sup>th</sup> August.

Where a student is unhappy with their result they should;

1. Request (via email to [2020results@aquinas.ac.uk](mailto:2020results@aquinas.ac.uk) **no later than 3<sup>rd</sup> September 2020**) that a check be made to identify if there has been an administrative error when submitting their centre assessment grade or position in the rank order or if there has been a mistake by the awarding body in calculating their grade.
2. College will respond with an outcome within 2 working days of receiving the request.



Upon receiving the outcome if a student believes they have sufficient grounds to appeal they should (within 2 working days of receiving the outcome);

1. Formally request (via email to [2020results@aquinas.ac.uk](mailto:2020results@aquinas.ac.uk) **no later than 9<sup>th</sup> September 2020**) that an appeal be made on their behalf. The request should include your grounds for seeking an appeal which should be based on the information above and appeals guidance from Ofqual.

Consent to the appeal being made will also be required from students at this stage. ***It should be noted that an appeal can result in the final grade being lower than, higher than or the same as the grade that was originally awarded.***

2. College will respond to the request within 2 working days.
  - **College agrees with the request** – an application will be made to the awarding body on behalf of the student before the appeals deadline of **17<sup>th</sup> September 2020**.
  - **College disagrees with the request** – where a student believes there are grounds to appeal against college's decision they can request an Internal Appeal in accordance with the Aquinas College Internal Appeals Process 2019/2020. A form should be requested from the Exams Office within 2 days of receiving the response. This **must** be returned to the Exams Office **no later than 15<sup>th</sup> September**. If the Internal Appeal is upheld by College an application will be submitted to the awarding body on behalf of the student before the deadline of **17<sup>th</sup> September 2020**.

Where college identify a potential issue with results they will;

1. Contact individual students at the earliest possible opportunity to inform them of the potential issue, seek relevant consent and submit applications as appropriate within the timescales above.