

What To Do If You Feel an Error has been Made In Determining Your Grade

If you think there has been a mistake in the marking of your exams you may want to talk to a member of the Examinations Team before submitting an appeal. Senior teachers at the school and the Examination Team will be available on results' morning from 8.30 am- 12.30 pm.

Please read through the options available before submitting an appeal.

Do remember that when you make an appeal your grade can go down, stay the same or go up: we advise you to think carefully before you submit a request.

GCSE Appeals

- A request for any appeal must be made on the relevant form; you can find this on the school website in the downloads section of this page: [Kesteven & Sleaford High School - Results Days 2022 \(kshs.uk\)](#). We can't accept appeals on any other form or simply via an email request. Payments vary depending on the examination board, please see the appeals form for relevant costs. Please note appeals and charges are usually undertaken for each paper rather than per subject. Appeal requests must be made by the candidate, not their parent and emailed to Examinations Manager sarah.ross@kshs.uk.

A Level and BTEC Appeals

- Sixth Form appeal requests must be made to the school that entered you. You should send your form to tracey.williams@carres.uk or sarah.ross@kshs.uk or examsoffice@st-georges-academy.org
- You can only make a **priority appeal** if you have a place at university that is dependent on your appeal.
- Any request for an A level appeal must also be made on the standard appeals form. You can find this on the school website in the downloads section of this page: [Kesteven & Sleaford High School - Results Days 2022 \(kshs.uk\)](#). We can't accept appeals on any other form or simply via an email request. Appeal requests must be made by the candidate not their parent and emailed to the relevant email address. Payments vary depending on the examination board. Please see the appeals form for relevant costs. Please note appeals and charges are usually undertaken for each paper rather than per subject.

There are two types of appeals...

A Priority Appeal

This type of appeal is only for A level or BTEC/CTEC students whose place at university is dependent on an appeal. It isn't for GCSE or other Key Stage 5 students.

You must ask us to make a **priority appeal** to the awarding organisations **by 11.30 am Monday 22nd August**. Ensure all paperwork is completed and fees paid by this time.

A Non-Priority Appeal

All GCSE and most A level students will qualify for non – priority appeals. We will deal with all appeals as they come in, but we must deal with priority appeals first.

A Level, non-priority, appeals must be submitted to school by the 26th of September 2022.

GCSE appeals must also be received by the school by Monday 26th September 2022.