



Students are able to appeal their grade, if they believe their grade is incorrect. There are two stages to the JCQ appeals process and we have summarised these stages in the flowchart below.

Students should be aware that if they appeal, their grade could go up, stay the same or go down.

Stage 1 – Centre Review

Students can request the **Final Data Record** (list of evidence with grades) in person on Results Day (see Miss Rossi) or they can request this via the TAGs Appeals page on the school website.

If students wish to appeal their grade, they should then complete a **Stage 1 Centre Review form** on the TAGs Appeals page on the school website.

Priority Stage 1 Centre Review appeals – must be submitted to the school **by the end of Thursday 12th August, 2021**

NB Priority appeals are only for Year 13 students who have missed their firm or insurance offer at university.
UCAS ID number needed to verify this.

Non-priority Stage 1 Centre Review appeals- must be submitted to the school **by the end of Friday 3rd September, 2021**

NB Non-priority appeals are for all GCSE students *and* Year 13 students who have gained a firm/insurance place at university



Stage 1 Centre Review will be completed by St Mary's and we will be in touch with the outcome of this review **via your school email account** by the following deadlines:

Priority Stage 1 Centre Review appeals - we will inform you of the outcome by **12.00pm on Monday 16th August, 2021**

Non-priority Stage 1 Centre Review appeals - we will inform you of the outcome by the **end of Friday, 10th Sept, 2021**



If we believe that the grade awarded is correct



Student may decide that no further action is necessary **or** may wish to progress to a Stage 2 Appeal to the Exam Board



If we believe that the grade is not correct



School will contact the Exam Board to apply to amend the grade

Stage 2 Appeals to Exam Boards

If students wish to appeal their grade with the Exam Board, they should complete a **Stage 2 Appeal form** on the TAGs Appeals page of the school website.

Priority Stage 2 Appeals to Exam Boards must be submitted to the school **by 12.00pm on Wednesday 18th August, 2021**

Non-priority Stage 2 Appeals to Exam Boards must be submitted to the school **by the end of Monday 13th September, 2021**



St Mary's will submit the Stage 2 Appeal to the Exam Board on the student's behalf by the following deadlines:

Priority Stage 2 Appeals to Exam Boards- will be sent to the Exam Board **by Monday 23rd August, 2021**

Non-priority Stage 2 Appeals to Exam Boards- will be sent to the Exam Board **by Friday 17th September, 2021**



The Exam Board will report the outcome of the appeal to the school.

St Mary's will then communicate the outcome to students as soon as it is received.