

# GCSEs and Vocational Qualifications 2021

## The appeals process explained

This year's GCSE and Vocational results have been calculated without students sitting exams. Instead, the marks have been awarded using teacher-assessed grades (TAGs). But what if you aren't happy with your grade or something has gone wrong in the process? The following document will explain what you need to do if you are unhappy with the grade you have received and wish to make an appeal. There are two stages to the appeal process, the first is done by the school, the second by the exam board.

### Stage 1

#### What if there has been an error made by the school?

You should first notify us by email to [exams@utcplymouth.org](mailto:exams@utcplymouth.org)

We will then send you the following documents:

1. A form to complete (*JCQ Optional Student Request Form for Centre Reviews and Appeals to Awarding Organisations*)
2. A copy of our centre policy
3. A copy of the evidence we used to calculate your Grade
4. A copy of the Assessment Record Sheet for your subject, together with any variation forms if we have given you mitigating circumstances or access arrangements.

If you wish to proceed with the appeal, send a copy of your completed form to [exams@utcplymouth.org](mailto:exams@utcplymouth.org) before the deadline of **3rd September 2021**.

We will then do the following:

1. investigate to see if a mistake has been made.
2. We will send you back an outcome of the result of our investigation within ten days of receiving your form.
3. Your Grade may be raised, stay the same or be lowered.

## Stage 2

### What if I'm not happy with the outcome of the centre review and want to appeal?

Before an appeal to the exam board can be lodged, a centre review must be conducted. If it hasn't been conducted, then the appeal will be rejected.

If, after the centre review, you are still unhappy with your grade, you have the option of appealing to the awarding body which must be done via the school. Please email [exams@utcplymouth.org](mailto:exams@utcplymouth.org) in the first instance and we will send you the appropriate forms.

There are three circumstances in which you can appeal:

- The school did not follow our procedure properly or consistently in arriving at the result, or during the centre review.
- The awarding organisation made an administrative error in relation to the result.
- The centre made an unreasonable exercise of academic judgement in the choice of evidence from which to determine the grade and/or the determination of that grade from the evidence.

### What date do TAG appeals have to be submitted by?

You must submit your appeal for the exam board to the school by **17 September 2021**.

### What can I do if I am still unhappy with my grade?

You will have an opportunity to resit your GCSEs and A levels in the autumn exam series in November 2021.

Exams dates are still to be announced and the deadline for entry is likely to be late September - early October.

All subjects will be available for students to resit, and you must sit the exam in the centre where you would have sat your original GCSE.

### **How much will appeals cost?**

This year there will be no charge for appeals.

### **Could my GCSE, Btec or A level grade go down if I appeal?**

Ofqual has [confirmed](#) that for this year grades can be moved down as a result of an appeal.

### **Will I have to resit any of my GCSEs?**

As in previous years, students who do not obtain grade 4 or above in English language or literature and/or mathematics will have to resit either in the autumn 2021 or summer 2022, or enter for a different qualification. You can read more about this [here](#).

### **What advice is there if I'm not sure what to do next?**

The Department for Education has set up an exam results helpline, which can be reached on 0800 100 900 and more information is available at [nationalcareers.service.gov.uk](https://nationalcareers.service.gov.uk).