Information for Candidates

Summer 2021 Results, Appeals and Certificates

**Teacher Assessed Grades**

Sandwell Academy has determined grades in accordance with the JCQ guidance[[1]](#footnote-1)and has submitted these grades to the relevant awarding organisation by the required deadline.

To support your understanding, please refer to Ofqual’s [Student guide to awarding: summer 2021](https://www.gov.uk/government/publications/student-guide-to-awarding-summer-2021)[[2]](#footnote-2)

**Results**

On candidate statements of results (results slips) and certificates, grades will be reported in the same way as in previous years. Results will be issued in August as follows:

|  |  |
| --- | --- |
| **Date** | **Qualification type** |
| 10/08/2021 | GCE (AS, A Levels) and other Level 3 qualifications |
| 12/08/2021 | GCSE and other Level 1/2 qualifications |

**Arrangements for results day**

On the appropriate results day your results will be released onto your student portal at 8.30am. These will be the results that the examination boards have provided.

There will also be Sandwell Academy reports files uploaded which show the grades that were submitted to the examination boards and the details as to how these grades have been calculated. The first task is to ensure that these match to satisfy yourselves that no administrative error has been made at this stage.

To access the student portal you will need your normal username and password and the School ID which is 11446. If for any reason you do not have access to these login details you need to request them from [support@sandwellacademy.com](mailto:support@sandwellacademy.com) ; in order to ensure that we are compliant with GDPR this request must be made from an email address that is held on our system.

**Concerns about your results**

When you receive your results, if you think that a grade is wrong, you are entitled to make an appeal. Full details of the arrangements for appeals are provided below. You are only able to submit an appeal during the appropriate appeals window the details of which are set out below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Appeal Type** | **Eligibility** | **Stage 1 – Centre Review request deadline** | **Stage 2 – appeal to the awarding organisation request deadline** |
| Priority | A priority appeal is for students applying to higher education **who did not attain their firm choice** (i.e. the offer they accepted as their first choice) and wish to appeal an A level or other Level 3 qualification result. | Friday 13 August 2021 | Friday 20 August 2021 |
| Non Priority | All other level 3 qualifications and level 2 qualifications | Wednesday 01 September 2021 | Wednesday 15 September 2021 |

**Note:** Sandwell Academy are working to 9.00am deadlines on the dates stated above so that we can guarantee the appeals will be with the awarding body by their published deadlines.

**Priority Appeals**

You should inform your intended higher education provider that you have requested a centre review or appeal. You will need to provide in the request form(s) your UCAS personal ID code which is included in all correspondence from UCAS. This is needed to confirm that a student’s place is dependent on the outcome of the appeal. Priority appeals that aren’t submitted to the awarding organisation by 23 August 2021 will still be treated as a priority but they may not be completed in time for those with a higher education place dependent on the outcome of the appeal.

**The arrangements for appeals**

Sandwell Academy will support you through the centre review and awarding organisation appeals process.

The information below describes the arrangements in place at the Academy for conducting a centre review and (where applicable) submitting an appeal to the awarding organisation following a centre review.

**Stage 1** **– Centre review**

If you consider you have been issued with an incorrect grade, you can submit a request to the Academy to check if an administrative or procedural error has occurred.

In order for you to appeal, you are required to complete a stage 1 appeal form where you will need to determine the grounds for the appeal which may be due to either a discrepancy in the awarded grade or a procedural error. If you are appealing for a procedural error you will need to identify where the error has occurred. In order to do this you will need to refer to:

* the centre policy
* the sources of evidence used to determine the student’s grade, along with the marks/grades associated with them
* details of any variations in evidence used based on disruption to what that student was taught
* details of any special circumstances that have been considered in determining their grade, e.g. access arrangements/reasonable adjustments or mitigating circumstances such as illness.

This request will be made by completing an online form which can be found on the Academy website, [www.sandwellcademy.com/page/exams](http://www.sandwellcademy.com/page/exams) . In order to complete the form you will need to log into Office365 using your Sandwell Academy email address and password. A separate appeal form needs to be completed for each subject

On completion of the review Sandwell Academy will share with you the result of the outcome through your academy email address in sufficient time prior to the relevant appeal to awarding organisation deadline.

If an administrative or procedural error is found, Sandwell Academy will submit a request to the awarding organisation to correct the error and amend the grade without the need to submit an appeal to the awarding organisation.

If no administrative or procedural error you will be eligible to submit an appeal to the awarding organisation (stage 2)

It is important to note that the outcome of the centre review may result in your grade remaining the **same**, being **lowered** or **raised.**

**Stage 2** **– Appeal to the awarding organisation**

An appeal to the awarding organisation **can only** be submitted if the first stage, centre review, has been completed and the outcome of the first stage has been issued to you.

The awarding organisation will not be able to consider an appeal that is based solely on a difference of opinion - if you want to improve your grade you must consider entering for the autumn exam series.

If you believe there is still an error following the centre review, or if the awarding organisation has made an administrative error, or you consider that the grade awarded was an unreasonable exercise of academic judgement, you can submit a request to Sandwell Academy to proceed with an appeal to the awarding organisation on their behalf.

To proceed, you must complete the Stage two – appeal to awarding organisation form, including electronic signature and date. [www.sandwellcademy.com/page/exams](http://www.sandwellcademy.com/page/exams)

Sandwell Academy will then submit the appeal on your behalf according to the requirements of the awarding organisation to which it is being submitted

The awarding organisation will determine the grade at appeal and the outcome will be final. The outcome of the appeal may result in the grade remaining the **same**, being **lowered** or **raised.** There is no further opportunity to appeal the outcome to the awarding organisation.

The awarding organisation’s appeal outcome letter will be provided to your academy email address to the Sandwell Academy exams office as soon as reasonably practical after the outcome letter from the awarding organisation is received in the centre.

Should you still remain concerned their grade was incorrect, they may be able to apply for a procedural review. The appeal outcome letter will include the next appropriate steps, where applicable, to apply for a procedural review to the Exam Procedures Review Service (EPRS)

**Note** - Once a finding has been made **you cannot withdraw your request for a centre review or appeal**. If your grade has been lowered, you will not be able to revert back to the original grade you received on results day.

**Certificates**

Certificates, when received from the awarding organisations, will be issued to you as soon as possible and further details regarding this process will be issued at a later stage.

1. <https://www.jcq.org.uk/summer-2021-arrangements/> [↑](#footnote-ref-1)
2. <https://www.gov.uk/government/publications/student-guide-to-awarding-summer-2021> [↑](#footnote-ref-2)