



12<sup>th</sup> August 2021

Dear Student,

### Appealing Your GCSE Grade

Firstly, congratulations on making it through one of the most challenging years in education; you have worked incredibly hard and should feel immensely proud of all that you have achieved. As you know, your grades this year have been decided by your teachers who have looked at a range of evidence produced by you over the duration of your GCSE course. These grades have already undergone a rigorous checking process both internally and externally. However, if you believe your grade, in any subject, is incorrect, you can appeal it. In 2021, there is no financial cost to you to appeal.

If you request an appeal, there are three possible outcomes:

- Your original grade is **lowered**, so your final grade will be lower than the original grade you received.
- Your original grade is **confirmed**, so there is no change to your grade.
- Your original grade is **raised**, so your final grade will be higher than the original grade you received.

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.

There are two levels of appeal at this stage:

#### STAGE 1: A Centre Review

You can ask the centre (Nishkam High School – centre number 20236) to check whether it made a procedural error, an administrative error, or both. A procedural error means a failure to follow the process set out in the centre policy. An administrative error means an error in recording your grade or submitting your grade to the awarding organisation.

#### STAGE 2: An Awarding Organisation Review

You must request a centre review before you can request an awarding organisation (Exam Board) appeal. This is so the awarding organisation is certain that your grade is as the centre intended. You can ask the awarding organisation to check whether the centre made a procedural error - or whether the awarding organisation itself made an administrative error. You can also ask the awarding organisation to check whether the academic judgement of the centre was unreasonable, either in the selection of evidence or the determination of your grade.

**Key Dates**

<b>Request a Centre Review (STAGE 1) by</b>	<b>Centre will respond to Centre Review by</b>	<b>Request an Awarding Organisation (STAGE 2) Review by</b>
3 <sup>rd</sup> September 2021	10 <sup>th</sup> September 2021	13 <sup>th</sup> September 2021

If you wish to request a Stage 1 Centre Review, please complete the form [here](#) or by scanning the QR code below.



If you have already requested a Stage 1 Centre Review, and your grade has not changed, please complete the form [here](#) or scan the QR code below if you want to request a Stage 2 Awarding Organisation Review.



Please note that your grade belongs to you and therefore only you can request an appeal. If a parent/carer wishes to appeal, they must have your consent to do so.

Yours sincerely,



Mr. D. Kearns  
Principal – Nishkam High School Birmingham