



Post Results Information

January 2022 Functional Skills

Enquiries about Results

To make an enquiry about your results please contact the Exams Office before the relevant deadline. Payment must be received before an enquiry can be processed. Card payments can be made over the telephone.

Priority copy of Scripts

The Exams Office must receive a written request for a priority copy of a script(s) no later than **12:00 noon on Wednesday 9th March 2022.** Requests made after this date will not be processed.

(Service 2) Request to Review Marking

This is a post-results review of the original marking to ensure that the agreed marking scheme has been applied. **This is not a remarking of the candidate's script.** This service will include:

- The re-check of all clerical procedures
- A review of marking as described above
- If also requested, a photocopy of the reviewed script(s). **This does incur an additional charge.**

The Exams Office must receive applications **no later than 12:00 noon on Wednesday 30th March 2022.** Any requests made after this deadline will not be processed. Candidates must sign a consent form before the application can be processed.

Please contact the Exams Office for further advice.

Post Results Charges

Service	Charge
Service 2	£37.55
Copy of Script (Photocopy)	£8.65
Copy of Script (Original)	£6.80