

Appeal Request Form



AQA

City & Guilds

CCEA

OCR

Pearson

WJEC

Information for candidates

The details provided on this form will form the basis of any case being put forward on your behalf by the centre. Please pay particular attention to the section on the grounds for appeal. **Refer to page 5 of the GMS Post-Results Services and Appeals Policy (Examinations Information - Post-Results Services on the website) and the JCQ document [A guide to the awarding bodies' appeals processes](#) to help you understand the grounds on which you can appeal.**

Please complete the following table:

Centre number: 52435	Centre name: Great Marlow School
Centre address: Bobmore Lane, Marlow, Bucks. SL7 1JE	Centre phone number: 01628 483752
Appellant name: Kevin Ford	Appellant position: Head of Centre
Appellant email: exams@gms.bucks.sch.uk	Exam series: Summer 2024
Candidate number:	Candidate name:
Subject title:	Component / unit:
Awarding body:	Qualification level:

Please indicate what you are appealing:

Appeal Type 1	The centre's decision not to support / submit a request for:	Post-Results Service	
		Preliminary Appeal	
		Appeal Hearing	
Appeal Type 2	The outcome of a Post-Results Service		
Appeal Type 3	A finding of malpractice and / or the sanction imposed by the awarding body		
Appeal Type 4	A decision about access arrangements, reasonable adjustments and / or special consideration		
Appeal Type 5	Another administrative decision		

Please indicate whether this appeal is:

Preliminary Appeal (must be done before any Appeal Hearing)		Appeal Hearing (not possible for Appeal Types 1 or 5)	
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Grounds for the appeal:

Please state in detail the grounds for your appeal and attach all supporting documentation. Please remember to refer to page 5 of the GMS Post-Results Services and Appeals Policy (Examinations Information - Post-Results Services on the website) and the JCQ document [A guide to the awarding bodies' appeals processes](#) to help you understand the grounds on which you are allowed to appeal. If a centre attends an Appeal Hearing, there will be opportunity for further points to be raised then *but not substantive new evidence*.

Candidate signature:		Date:	
Fee amount paid:	Name of payee:	Date fee paid:	Time fee paid:
Appellant signature:		Date:	

Please email this form to exams@gms.bucks.sch.uk by the relevant deadline published on **page 6 of the GMS Post-Results Services and Appeals Policy**. A copy can be found on the website under Examinations Information – Post Results Services. **The fee must be paid first.**

This form should be retained on the centre's files for at least 6 months.