**Stage one – centre review**

**A. Student request**

This form is to be completed by the student. A request for a centre review must be submitted to the centre (by email to exams@reaseheath.ac.uk), not the awarding organisation. A centre review must be conducted before an appeal to the awarding organisation. This is so the awarding organisation is certain that your grade is as the centre intended.

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| **Centre Name** |  | **Centre Number** |  |

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| **Student Name** |  | **Candidate Number** |  |

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| Qualification title e.g. AQA GCSE English Language |  |
| Teacher Assessed Grade issued |  |
| Is this a priority appeal?A priority appeal is only for students applying to higher education who did not attain their firm choice and wish to appeal an A level or other Level 3 qualification result. | Choose an item. | If Yes provide yourUCAS personal IDe.g. 123-456-7890 |  |

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| **Grounds for centre review** Please tick one or both of the options if they apply to your request. If you don’t think either apply, your centre will still conduct a review for administrative and procedural errors so the awarding organisation can be certain that your grade is as the centre intended. |

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| Administrative Error by the centree.g. the wrong grade/mark was recorded against an item of evidence |[ ]  Procedural Error by the centree.g. a reasonable adjustment / access arrangement was not provided for an eligible student |[ ]

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| **Supporting evidence**Please provide a short explanation of what you believe went wrong and how you think this has impacted your grade. There is a 5,000 character limit. |
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| **Acknowledgement**I confirm that I am requesting a centre review for the qualification named above and that I have read and understood the information provided in the ‘Important information for students’ section above. In submitting this review, I am aware that:* The outcome of the review may result in my grade remaining the **same**, being **lowered** or **raised**
* The next stage (Stage Two, the appeal to awarding organisation) may only be requested once the centre review (Stage One) has been requested and concluded.

**Student Name Student signature Date** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_** |