

The essential information you need to work with REC

REC

Policy Document

Post Results Appeals Policy

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In the case of written examinations

Learners who are unhappy with their result have the right to appeal to the REC to either have their examination script clerically checked, remarked or receive a full report on their performance.

The Learner must write to the REC Professional Development Manager (Dorset House, First Floor, 27-45 Stamford Street, London, SE1 9NT) no later than 14 days after the issue of results stating which service they wish to utilise. A cheque payable to the REC must accompany the request.

The REC will respond to the Learner within 21 days of receiving the letter.

Enquiries about Results - Fees

Clerical Re-check – whilst all examination papers undergo a rigorous clerical check before the Awarding stage, any Learner who wishes to can request a clerical recheck of their examination script. This service involves a thorough recheck of the script to ensure that the examiner has marked all sections of the script, added the awarded marks up correctly, transferred these correctly to the front cover and lastly that the total marks for each questions have been added up correctly to form the total.

Fee for a clerical re-check: £10.00 plus VAT

Re-mark - an examiner, not involved in the initial marking of the script will remark the entire script against the marking scheme. The Learner will receive a brief outline stating any discrepancies between the original mark and the new mark. The REC will act on this information and award the Learner the revised result.

Fee for re-mark: £25.00 plus VAT

Re-mark and report – the above service together with a report on the Learner's response to questions.

Fee for re-mark and report: £75.00 plus VAT

Appeals

If a Learner is dissatisfied with the outcome of one of the above services they may appeal. Appeals must be lodged in writing to the REC Professional Development Manager no later than 7 days after receiving the REC's response.

Appeals will be taken directly to the Responsible Officer and their decision will be final.

Contact:

Phone: 020 7009 2100

Email: info@rec.uk.com

Post: Customer Contact Centre, REC