

Enquiries about Results -

This form is for Cambridge IGCSE, Cambridge O Level, Cambridge AS and A Level qualification. The deadline for submission of this form is **Thursday, 15 February 2024**

Important information:

- You can only submit enquiries about results at component level.
- For multiple-choice component enquiries, only service 1 or 1S are available.
- Payment by Bank Draft or Bank Transfer is due upon submission of this form and receipt of invoice.
- There is no fee for NO RESULT or PENDING GRADE enquiries.
- All the components you want reviewed for a candidate within the same syllabus must be submitted at the same time. CIE cannot accept additional component enquiries for the same candidate and syllabus at a later date.
- For each candidate, all components of the syllabus for which an enquiry is being submitted must be for the same service. For example, you cannot request a Service 2S for one component and a Service 1 for another component if they are components of the same syllabus.
- CIE deals with enquiries in the order in which it's received. Outcome of your enquiry will be communicated to you within 30 days of receiving it by CIE.
- Completed Results Enquiries form should be emailed to your Account manager.

Centre Number: _____ Centre Name: _____

Exam Series: _____ Contact Name: _____

Contact Email: _____ Contact Phone: _____

Candidate number	Candidate name	Syllabus title	Syllabus code	Components to be reviewed				Service 1-9	No Result (X Grade) (Tick)	Pending (Q Grade) (Tick)

Service Number	Service	O Level / IGSE Fee in Naira per Component	A Level / AS & A2 Fee in Naira per Component
Service 1	Clerical re-check A re-check of all procedures leading to the issue of a result. This service checks that: • all parts of the script were marked • the marks were totalled correctly • the marks were recorded correctly.	N25,360.00	N29,160.00
Service 1S	Clerical re-check with a copy of the script The same as a 'clerical re-check' but we also send you a copy of the script. This service is not available for art and design syllabuses.	N55,430.00	N56,295.00
Service 2	Review of marking and clerical re-check A review of the original marking to check that the agreed mark scheme was applied correctly. The service is available for externally assessed components (excluding multiple-choice question papers). This service also includes the re-checks detailed in the 'clerical re-check' service.	N59,055.00	N70,440.00
Service 2S	Review of marking and clerical re-check with a copy of the script The same as a 'review of marking' but we also send you a copy of the script. This service is not available for art and design syllabuses.	N89,070.00	N101,145.00
Service 5	Re-moderation of the school's coursework marks for a component, together with a report on the assessment of the coursework of the candidates.	N337,355.00	N390,830.00
Service 9	Report on the work of a group of candidates Note: The report is for the information of teachers only and does not involve any review of marking. For the first 5 candidates: For each additional candidate up to a maximum of 15:	N324,185.00 N45,025.00	N363,460.00 N59,055.00
Service 10	Review of selection of evidence – for portfolio of evidence route A review of the choice of the pieces of evidence included in the candidate's portfolio to check that the pieces of evidence chosen meet the criteria for selection in our published portfolio of evidence guidance (fee per candidate)	N118,105.00	N140,760

Signed (Head of Centre)



Date
(DD/MM/YY)

Name