



Everyone is working hard to make sure you get a valid grade this summer. However, if you believe an error has been made, you have the right to ask for a review and appeal.

## Which qualifications does this apply to?

- Qualifications Wales approved GCSEs, AS and A levels
- Skills Challenge Certificates
- Level 2 and Level 3 Health and Social Care: Principles and Context
- Level 2 Children's Care, Play, Learning and Development (Unit 216)

## Stage 1: Centre Review (via your school or college)



You will receive your provisional Centre-Determined Grade in June

Do you believe an error has been made which will affect your overall grade?

**NO**

No further action



**YES**

Your school or college will give you a deadline to request your decision-making record if you have not already received it

Having reviewed your decision-making record, do you still believe an error has been made which will affect your overall grade?

**NO**

No further action



**YES**

You can complete a form your school or college will provide for you, to the given deadline, explaining what error you believe has been made

When your school or college has completed the review have they identified an error with your grade?

**NO**

Your school or college will let you know that no error has been found and that your provisional grade remains the same. They will also provide you with details of WJEC's stage 2 appeals process.

**YES**

Your school or college will correct the error. Your grade may go up, down, or remain the same. They will also provide you with details of WJEC's stage 2 appeals process.

## Stage 2: Appeal to WJEC



You should consider the outcome of your centre review, your decision-making record and, if relevant, the assessment evidence used to determine your grade

Do you want to progress to a stage 2 appeal to WJEC?

**NO**

No further action



**YES**

You can complete a form your school or college will provide for you, explaining what error you believe has been made. Your school or college will submit this, along with your decision-making record and, if relevant, your assessment evidence to WJEC from August

WJEC conducts the stage 2 appeal to determine if an error has been made

Has an error been identified?

**NO**

WJEC will let your school or college know that no error has been found and that your grade remains the same. WJEC will give them details of the Stage 3 Exam Procedures Review Service process which they will share with you

**YES**

WJEC will let your school or college know if an error needs to be corrected which might result in your grade going up, down, or remaining the same. WJEC will give them details of the Stage 3 Exam Procedures Review Service process which they will share with you

## Need further information?

You can access further information in [Qualifications Wales' guidance for learners and parents](#)

Further information on Stage 2 and 3 will also be available from WJEC and Qualifications Wales by the end of June.