1. Entries

1.1 All of the assessment must be taken in the examination series in which the qualification is certificated. The only exception to this occurs where a qualification is re-taken, when the previous mark for a non-exam assessment (NEA) component may be carried forward from a previous exam series.\(^1\)

1.2 Within the lifetime of the specification, there is no limit to the number of times that a candidate may re-take the qualification.

1.3 Examinations in mathematics, modern foreign languages and the sciences will be targeted at two tiers of grades, 9 - 4 (with an allowed grade 3) (Higher tier) and 5 – 1 (Foundation tier), as specified in the Ofqual subject-level conditions. In all other subjects the examination will be targeted at the full grade range 9 - 1.

1.4 When a candidate certifies for a second time and re-takes (instead of carrying forward) the non-exam assessment, the new mark will count. Where a candidate has certificated on two or more previous occasions, the most recent NEA mark is carried forward, regardless of whether that mark is higher or lower (unless that mark is absent).

1.5 Where non-exam assessment tasks are set by the awarding body, candidates must submit tasks which are live in the certification series (unless carrying forward the mark).

1.6 Examinations in the November series are available in English Language and Mathematics only (for candidates who are age 17 or over on 31 August of that academic year).

1.7 Except for the Spoken Language endorsement in GCSE English Language, candidates cannot carry forward NEA results from one awarding body to another.

1.8 A candidate may not sit two specifications in the same subject at the same level if there would be a clash between timetabled papers. This rule is contained within the JCQ Instructions for conducting examinations 2018-19: ‘You must not vary the

\(^1\) A candidate who intends to certificate English Language, having certificated previously with the same or a different awarding body, may carry forward the grade for the Spoken Language endorsement.
timetable if a timetabled examination clashes with any of the following: …. (g) a clash between papers of different awarding bodies or specifications in the same subject at the same qualification level’.

1.9 Where a re-taking candidate in GCSE MFL wishes to carry forward the NEA (Speaking) mark, the new entry must be at the same tier as the entry from which the mark is to be carried forward.

2. **Raw and scaled (or weighted) marks**

2.1 Each component has a maximum raw mark. This mark will be scaled by a scaling factor to ensure each component contributes its intended weighting to the overall subject mark. For example, suppose a qualification has three components each marked out of 50, with Component 1 worth 50% of the overall assessment and the other two components each worth 25% of the overall assessment:

- In order for Component 1 to achieve its 50% weighting, we have to scale up the maximum raw mark from 50 to 100.
- Thus Component 1 has a scaling factor of 2 (some awarding bodies use the term ‘aggregating factor’ or ‘weighting factor’).
- The other two components both have a maximum scaled mark of 50 (i.e. the same as the maximum raw mark) so they have a scaling factor of 1.
- The overall qualification has a total of 200 ‘scaled marks’ (some awarding bodies use the terms ‘weighted marks’).

2.2 All non-judgemental boundaries (including 9 in the first year) are calculated at qualification level. After key grade boundaries for each component have been set, provisional boundaries for the subject as a whole must be established for the key judgemental grades as detailed below:

i. The boundary mark for each component is scaled as necessary to reflect the mark allocation for that component as detailed in the specification

ii. The resulting scaled component boundary marks are added and the result is rounded to the nearest whole number (0.5 rounded up).

3. **Aggregation, awarding and certification**

3.1 Aggregation to a subject award for a candidate will be carried out by adding up the candidate’s scaled (weighted) component marks for all components (see paragraph 2.1). In specifications where candidates are allowed to take more components than are needed for certification, aggregation will generate the best possible subject grade for the candidate.

3.2 GCSE Short Course and Full Course results will be graded on a nine-grade scale from Grade 9 to Grade 1, where 9 is the highest grade. The result for a candidate who fails to reach the minimum standard for a grade to be awarded is recorded as U (Unclassified) and will not be certificated. On the Higher tier of tiered subjects, Grades 9 to 4 are the target grades on the Higher tier, with an allowed Grade 3 for candidates who just fail to achieve Grade 4. On the Foundation tier Grades 5 to 1 are the target grades.
3.3 GCSE Double Award results will be graded on a seventeen-grade scale: 9-9, 9-8, 8-8, ... 2-1, 1-1, where 9-9 is the highest grade. The result for a candidate who fails to reach the minimum standard for a grade to be awarded is recorded as U (Unclassified) and will not be certificated. Currently the only Double Award subject available is Combined Science, which is tiered. On the Higher tier Grades 9-9 to 4-4 are the target grades, with an allowed Grade 4-3 for candidates who just fail to achieve Grade 4-4. On the Foundation tier Grades 5-5 to 1-1 are the target grades.

3.4 A candidate is not permitted to decline certification of a GCSE award after the publication of results.

3.5 Results documentation to centres will include the grade (9-1, U, X) for the GCSE and, in GCSE English Language, the grade (Distinction, Merit, Pass, Not Classified) for the Spoken Language endorsement.

3.6 Certificates issued for qualifications include, as a minimum, the level, the subject/specification title, the subject grade and the examination series in which the award was made. For GCSE English Language the certificate will include the endorsement grade (Distinction, Merit, Pass, Not Classified) only if the candidate has obtained a graded result (9-1) for the GCSE. Otherwise, there will be no reference on the certificate to the endorsement.

3.7 If a candidate is absent for a component, where the absence was not for an acceptable reason, a mark of zero will be attributed. A candidate who is absent from one or more components, but not from all components, will receive an overall qualification grade based on the components which were taken. There is no enhancement to take account of the missed component(s). There is no minimum percentage of the assessment which the candidate must have taken. Where the absence was for an acceptable reason, the candidate may be eligible for special consideration, which will normally involve estimating the mark for the component missed (see JCQ document A guide to the special consideration process (http://www.jcq.org.uk/exams-office/access-arrangements-and-special-consideration)).

4. Enquiries about results and access to scripts

4.1 Details of the services available are given in the document Post Results Services, published annually on the JCQ website.

4.2 The outcomes of an enquiry can lead to the raw mark for the component being confirmed, raised or lowered. If candidates have taken an internally-assessed component, and there is a review of moderation of that component, the original subject grades\(^2\) of the candidates are automatically protected\(^3\).