

Guide for Private Candidates

Submitting Post-Results Service Requests on Schools Registration System for Cambridge International Exams

Introduction

This user guide is for private candidates who submitted their Cambridge International November 2024 registrations using the Schools Registration System.

This guide provides step-by-step instructions on how to submit enquiries about results on the Schools Registration System.

Post-Results Activities

Private candidates can use the Schools Registration System to submit Post-Results Service requests for the latest exam series. Please note that this service is only available for exams that have already been marked.

Once you have been informed that Post-Results Services are available, use the following steps to submit your request.

Please be advised that enquiries related to '**No Results**' or '**Pending**' statuses cannot be processed through the Schools Registration System. For such requests, please contact your local country exams team.

1. Log in to the Schools Registration System, the platform where you registered for your exams: https://schoolexams.britishcouncil.org/select-country

(If you have forgotten your password, please use the 'Forgot Password' button to reset the password.)

BRITISH COUNCIL SCHOOLS B2C	
L Username]
Password	
+)) Sign In	
Forgot password?	

2. When you log in, you will see a notification banner at the top of the page, informing you that you can apply for post-results services for the Cambridge International November 2024 exam series.

Click on 'Post Result Service'.

You can now apply for Post Results Services for the following exam series: • Cambridge International November 2024. Apply for Post Result Service							
					Hello	, Test PRS PK	Log out
BRITISH COUNCIL Schools Pakistan							
Change country/territory	My registrations	Change password	My profile	Inbox (0)	Post results ser	vices

3. Click on 'Create Request'.



4. Complete the boxes as outlined below by selecting the relevant options from the drop-down menus.

	Session *	
(1)	November 2024	~
	Candidate *	
2	Test PRS PK	~
	Post results services type *	
3	Clerical re-check with copy of script	~
	Exam *	
4	BIOLOGY 9700AY	~
	This service checks that all parts of the script were marked, and that the marks were totalled and recorded correctly. Includes a copy of the script.	
	Registration deadline: 31/01/2025	
	Components *	
5	MULTIPLE CHOICE 12 970012 ×	~
-	MULTIPLE CHOICE 12 970012:	7000 PKR
	Total price:	7000 PKR
		Next

1 The session date.

2 The candidate's full name.

3 The type of Post-Results Service you wish to request. See below for details of the different Post-Result Services available.

4 The exam the request corresponds to.

5 The component (specific paper) the request corresponds to.

Service name	Details of service	Availability of service
Clerical re-	This service checks that all parts of the script were	Available for components
check: Service	marked, and that the marks were totalled and	externally assessed.
1	recorded correctly.	
Clerical re-	The same as Service 1 but you also receive a copy	Available for components
check with	of the script.	externally assessed, except
copy of script:		for Art & Design syllabuses.
Service 1S		
Review of	A review of the original marking to check the	Available for components
marking:	agreed mark scheme was applied correctly. This	externally assessed, except
Service 2	service also includes the re-checks in Service 1. In	for multiple-choice question
	this context, the 'original marking' means the	papers.
	marking used to determine the candidate's	
	provisional result. This is often, but not always, the	
	marking of the first examiner to mark the script.	
Review of	The same as Service 2 but you also receive a copy	Available for components
marking with	of the script	externally assessed, except
copy of script:		for multiple-choice question
Service 2S		papers and Art & Design
		syllabuses.

Post-Results Services:

Important information

- You can only submit enquiries about results at component level (ie for a specific paper sat).
- You must submit requests for all the components you wish to review within the same syllabus at the same time. The awarding organisation will not accept additional component enquiries for the same syllabus at a later date.
- For clerical re-check or review of marking services, you may only select one type of review or recheck service. For example, you cannot ask for a Service 1S for one component and then a Service 2S for another component if they are in the same syllabus. You cannot ask for the same or another service for the same syllabus if a previous request has already been submitted.
- All the components you wish to review must already have been marked.
- 5. Tick the check box (1) to confirm that you accept the Terms and Conditions. Then click 'Create' (2).



6. Select the preferred payment method and confirm payment by clicking on 'Pay now'.



Important Note!

Online payment method is not available in Myanmar. This is the sample and you have to click the offline payment method. 7. Go to the Post-Results Service page and use the drop-down menus to select the relevant criteria to view the ongoing and past requests.

Session		Candidate
November 2024	~	Test PRS PK ~
Post result services type		Status
All	~	All
Choose to car	ncel	Choose to pay
Exam:		ACCOUNTING 9706AY
Post results services reference ID	:	S109-PK900-0004-1-0001
Qualification Level:		A Level
Post result service type:		Clerical re-check
Date of creation:		06/01/2025
Status:		Paid
Component:	AS LEVEL MULTIPLE CHOICE 12 970612	
Price:	5000.00 PKR	

8. To cancel unpaid requests, click on 'Choose to Cancel' and provide the required details to proceed with the cancellation.

Session		Candidate	
November 2024		Test PRS PK	
Post result services ty	pe	Status	
All	~	All	
Select the records to be car	ncelled.		
Exam:			BIOLOGY 9700AY
Post results sen	vices reference ID:		S109-PK900-0004-2-0002
Qualification Let	vel:		A Level
Post result servi	ice type:		Review of marking
Date of creation			06/01/2025
Status:			Unpaid
Component:	AS STRUCTURED QUESTIONS 22 970022	Component:	ADV PRACTICAL SKILLS 33 970033
Price:	10000.00 PKR	Price:	10000.00 PKR
		Discard	Choose to cancel