

Request for an enquiry into Cambridge English examinations results

Examination	☐ A2 Key (KET) for Schools	☐ B1 Preliminary (PET) for Schools	☐ C1 Advanced (CAE)
	☐ B2 First (FCE) for Schools	☐ C2 Proficiency (CPE)	
Examination Day (dd/mm/yyyy)			
HAU Registration Code			
Candidate Number			
Last/Family Name			
First Name			
Father's Name			
Date of Birth			
Mailing Address			
City			Postal Code:
Email Address			
Telephone			Mobile:
Service Description	☐ A full clerical re-check of all papers (Stage 1) ☐ A re-mark of all papers (Stage 2)		Test Center:

To request Stage 2 rescoring (re-marking of papers), you must first request and receive your Stage 1 results (clerical re-check) before proceeding with the Stage 2 rescoring request.

Results Enquiry Fee	Service Description	Exams	Fee
	A full clerical re-check of all papers	KET fS, PET fS, FCE fS, CAE, CPE	45 €
	A re-mark of all papers	KET fS, PET fS	110 €
	A re-mark of all papers	FCE fS, CAE, CPE	155 €
The payment must be made to EUROBANK using the following IBAN: GR88 0260 0120 0003 1010 0821 820. <i>In the case of interbank transfers, any expenses are borne by the customer and not the Hellenic American Union. For this reason, please select "Expenses OUR" and not "Expenses SHA".</i> Where an enquiry leads to a change of grade, any Results Enquiry fees will be refunded.			
Submit your Rescoring Request Form	There are two alternative ways to submit your Rescoring Request Form along with the deposit slip from the bank: 1. email it to: cambridge@hau.gr . 2. or mail it to: Hellenic American Union, Fragkon 14, 54626 Thessaloniki.		
Rescoring Period	For Stage 1 of the rescoring process, you must submit your request within 20 calendar days from the date your results are announced. For Stage 2 of the rescoring process, you must submit your request within 40 calendar days from the date your results are announced. The results of Stage 1 are sent within 5 to 10 working days from the date of your request, while the results of Stage 2 are sent within 15 to 20 working days from the date of your request. To view your result announcement dates, please visit the Cambridge English Exams page, select your exam, and then click on the "Results" tab.		
Results	Cambridge Assessment English will process your request. The results will be emailed to you by the Center for Examinations and Certifications at the email address you specified above. Information about a candidate's performance in individual papers will be limited only to what is contained in the Statements of Results. Please note that a Results Enquiry may result in your grade either increasing or decreasing, and that the scores given after rescoring are final and cannot be changed.		

Upon signing of this document, I hereby:

- Request rescoring of candidate's exams, as per above.
- Confirm that the above information is accurate and correct.
- Confirm that the candidate is made aware of and complies with the examination regulations of the Hellenic American Union Center for Examinations and Certifications and undertakes the responsibility to comply with the specific regulations. Examination regulations have been made publicly available at <http://www.hau.gr/?i=examinations.en.examination-regulations>. Any questions on the regulations should be addressed to the Hellenic American Union Center for Examinations and Certifications.
- Confirm that I am aware of the processing of personal data by the Hellenic American Union (<https://www.hau.gr/en-us/data-privacy/summetextontes-se-eksetaseis>) and by Cambridge Assessment English (<https://www.cambridgeenglish.org/footer/data-protection/candidates>).

Candidate's name - Parent's/Guardian's name: Date: Signature:.....

Please sign to validate the application