

**Science**

OCR Advanced Subsidiary GCE H178 Unit G643  
Coursework Enquiry Form

<b>Centre Name</b>		<b>Centre Number</b>					
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<b>Contact Name</b>		<b>Year of Assessment</b>	<b>2</b>	<b>0</b>		
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<b>Unit Number (G643)</b>	
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Type of Task (circle)      Case Study      Practical Task

<b>Title of Task</b>
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Students' work submitted (copies only)? Yes / No

<b>Details of advice required</b>
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## INSTRUCTIONS FOR COMPLETION OF THIS FORM

There is no requirement to use this service. However, this form may be used to request feedback and advice on the marking of students' work before marks are submitted to OCR and the moderator. There is no charge for this service.

1. One form should be submitted for **each** task (Case Study or Practical Task). Please ensure that the appropriate details are given at the top of the form.
2. No more than four pieces of students' work may be included. Please ensure that the work is clearly annotated to show where marks have been awarded.
3. The form and any enclosed material (**copies only, not originals**) should be sent to:

The Qualifications Manager (GCE Science), Science Team, OCR, 1 Hills Road, Cambridge CB1 2EU.

Please enclose a stamped addressed envelope for the return of the consultancy report and any enclosed materials.

4. While the consultant will normally respond quickly, you should allow a period of eight weeks between submission of this form to OCR and its return.
5. You are advised to enclose a copy of the consultant's report with the candidate's coursework submitted for external moderation.