

APPEALS FORM

Section A – Your personal details

Full Name	
Registration Number	
Address	
E Mail	
Contact telephone number	

Section B – Your programme details

Place of work	
Qualification your appeal refers to	
Start date	
Name of Tutor / Assessor	

Section C – What do your concerns relate to?

Tick all boxes that apply

Coursework / portfolio of evidence completed	
You were required to withdraw from your programme	

You are unhappy with work stated as plagiarised	
Correct assessment procedure not followed that undermined the validity of the result	
The information we gave you about your assessment was inadequate or inaccurate	
The teaching provided was inadequate	
Prejudice or appearance of prejudice on the part of the Tutor / Assessor	
Your performance was affected by circumstances that were not taken into account or considered	
Significant changes to your programme that weren't communicated to you	
The learning support was inadequate	
The Tutor / Assessor has not used the standards to make their decision	
You disagree with their decision	
Any other aspect of your programme	

On what date were you informed about the decision against which you are appealing?
How were you informed?
Who informed you?

What is your appeal? (please explain why you are unhappy with the decision)

--

Section D - Declaration

I confirm that the information given on this form and any supporting documentation is true to the best of my knowledge and belief.
--

Print Name	
Signature	
Date	