
Policy: Student Appeals

Policy Ref: AP/10AFC/SP105

Approved By: Assistant Principal

Date: November 2019

Signature:

- 1.1 The college recognises that all students have the right to appeal against decisions made about the standard of their vocational and/or academic work, or the marks or grades allocated.
- 1.2 Where qualifications are assessed and marked externally by the awarding body (for example examinations) each awarding body has an appeals procedure, a copy of which is held by the examinations officer. The college will support any student who wishes to appeal to an awarding body. However, if there is a financial cost involved, the college will require the student to pay any fees incurred.
- 1.3 If a student cannot afford the awarding body fees, they can apply to the college's hardship fund via Student Services.
- 1.4 All students will be informed of the appeals procedure during their induction programme and this information will also be included in the student handbook.
- 1.5 Where there is an appeal against internal assessment decisions, a student will be offered the support of an advocate. This could be their student mentor, course leader, someone from student services, or a fellow student.
- 1.6 Procedures for both Internal and External Assessment appeals are detailed in the **Appeals Against Assessment Decisions** procedure

References

[Procedures – Appeals Against Assessment Decisions](#)

E&D Impact Assessment exempt

Controlled document

Please complete the form indicating in your opinion what E&D strands are affected OR that it does not affect any E&D strands

Equality Impact Assessment

Student/Staff/Public concern

Is there any evidence or reason to believe, that students, staff and/or the public are concerned that this activity or the way it is carried out (or will be carried out) has an impact on equality. This can be for the following reasons for which public authorities must have due regard:

- the promotion of equality of opportunity between disabled people and other people
- the elimination of unlawful discrimination
- the elimination of disability related harassment
- the promotion of positive attitudes towards disabled people
- the encouraging of participation by disabled people in public life
- taking account of disabled people's needs, even where that involves treating disabled people more favourably than others
- Due regard for other strands

	Disability	Race	Gender	Age	Sexual orientation	Religion or belief	Carers	Any other groups
I have evidence that this policy/procedure may adversely affect one or more of the equality groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please state the evidence that you have:

If in your opinion no E&D strands are affected by this policy/Procedure please indicate by agreeing below.

Agree

This policy/procedure does not impact adversely on any of the equality groups.

Following the Equality Impact Assessment, what are the recommendations?

Form completed by: (Your Name) _____