**Candidate Appeal Report**

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| Candidate: | Assessor: | Internal Quality Assurer: |

# Stage 1 Appeal to assessor

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| **Assessment Details**  Course code:  Course title / Qualification:  Unit / Learning outcome:  Assessment method:  Original assessment decision: | |
| Candidate’s reason for appeal: | |
| Candidate’s signature:  Date: | |
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| *This column to be completed by the assessor* | |
| Assessor’s decision:  Signature:  Date: | Date appeal received:  Date replied to Candidate: |

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| Candidate’s decision  I accept the assessor’s decision  I wish to proceed to Stage 2  Signature:  Date: | Date reply received:  Date forwarded to Internal  Quality Assurer:  Signature:  Date: |

## Stage 2 Appeal to Internal Quality Assurer

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| Internal Quality Assurer’s Comments: | |
| Internal Quality Assurer’s Decision:  Signature:  Date: | Date Candidate informed:  Signature:  Date: |
| Candidate decision  I accept the IQA decision   I wish to proceed to Stage 3  | Date reply received:  Date forwarded to Awarding Body:  Signature: |

## Stage 3 Appeal to Awarding Body

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| Awarding Body Decision | |
| Date appeal decision received:  Date Candidate informed: | Name:  Signature:  Date: |
| Candidate response  I have received the decision of the Awarding Body  Signature:  Date: | Date reply received:  Signature:  Date: |