

Form for Academic Appeals: submit to (Appeals email)

Name:	
Programme:	
Year:	
Decision being appealed against:	
Grounds for appeal:	Tick \checkmark all that apply
(i) You consider that the assessment in question was improperly conducted or that the Board of Examiners was improperly constituted.	
(ii) Illness, either immediately before or during the assessment, or other personal circumstances which you claim has negatively affected your performance in the assessment in question.	If ticked, please explain why it was not reasonably practicable for you to disclose or fully disclose this information before the Board of Examiners met to reach its decision.
Details of appeal: (Use an extra sheet if required)	

If you are citing illness as a ground for appeal, you must normally attach medical evidence or a supporting statement substantiating your claims. If you have not, you must explain why.	Have you attached medical evidence: Yes / No If no, why not?
If you wish to present any other written evidence in support of your appeal, you should detail that evidence here.	Do you wish to submit written evidence other than medical evidence: Yes / No Detail here and explain its relevance to your appeal.
Outcome of appeal sought:	
Are you available to attend a hearing if required?	Yes / No
If applicable - list names and emails for any relevant witnesses: (Use an extra sheet if required)	Name: Email: Name: Email: Name: Email: