

Assessment Appeal Form

Tick either 1 or 2

1. Illness or Misadventure or Extraordinary Circumstances Application

This form must be submitted to the SCL Campus Supervisor by email, as early as possible and not later than the submission date.

OR

2. Appeal against a task result

This form must be submitted to the SCL Campus Supervisor of the course by email, within 7 days of notification of the result.

Section 1: To be completed by student and SCL Campus Supervisor

Student name:

Year:

Course:

Task no:

Submission date:

Explain the reason for this application:

Supporting documentation must be attached
(please tick)

Doctor's certificate

Other

SCL Campus Supervisor name:

Date:

Section 2: To be completed by SCL Campus Supervisor

Extension of time without penalty Revised submission date:

Substitute task Revised submission date:

Zero mark awarded. Task to be completed for demonstration of outcomes Revised submission date:

Explanation:

SCL Campus Supervisor's name:

Date:

Right of appeal to Assessment Review Panel: A student and/or supervisor has the right to appeal this decision, within 7 days of its notification. To appeal, the student and/or supervisor must submit this form PLUS a written response stating the grounds for appeal, to the Campus Supervisor. The decision of the panel is final.

Section 3: To be completed by Assessment Review Panel

Assessment Review Panel decision:

Appeal upheld

Estimate given
based on evidence

Alternate task to be
provided

Revised submission date:

(The estimate will not be finalised until the end of the course based on performance across the course)

Appeal denied
ZERO mark awarded. Task to be completed for demonstration of outcomes

Other

Explanation:

Signed

Date