



Extraordinary Regulatory Framework Appeals Process 2020.

**Information for Appeals on Calculated
Assessment Grades for Students.**

1. Aim/Scope

The following document sets out the procedure for considering appeals from students against **calculated assessment grades (grades awarded to assessments submitted after 20 March 2020)**.

Appeals against administrative or procedural errors made before 20 March 2020 and appeals against **actual assessment grades** (grades awarded to work submitted before 20 March 2020) are not covered through the Extraordinary Regulatory Framework and therefore out of scope for this process.

2. Grounds for Appeal

We recognise that some students may feel disappointed that they have not been able to complete their assessments. We are focused on making sure students are not disadvantaged by these unprecedented circumstances. This includes the right to appeal, where appropriate.

This document sets out the procedures for considering appeals relating to students due to receive **calculated assessment grades in Summer 2020**.

If students do not feel that the calculated grades awarded reflect the grades they were likely to have achieved in normal circumstances, they have the opportunity to appeal. Colleges have a right to appeal on behalf of a student.

2.1. The Grounds for Appeal are Restricted to:

- Evidence of administrative/procedural error, for example, incorrect recording of actual or estimated grades submitted to the Awarding Organisation by the College, or
- Evidence of bias or discrimination which should be raised, with supporting evidence, to the Centre; an exam board could investigate such evidence as indicating malpractice.

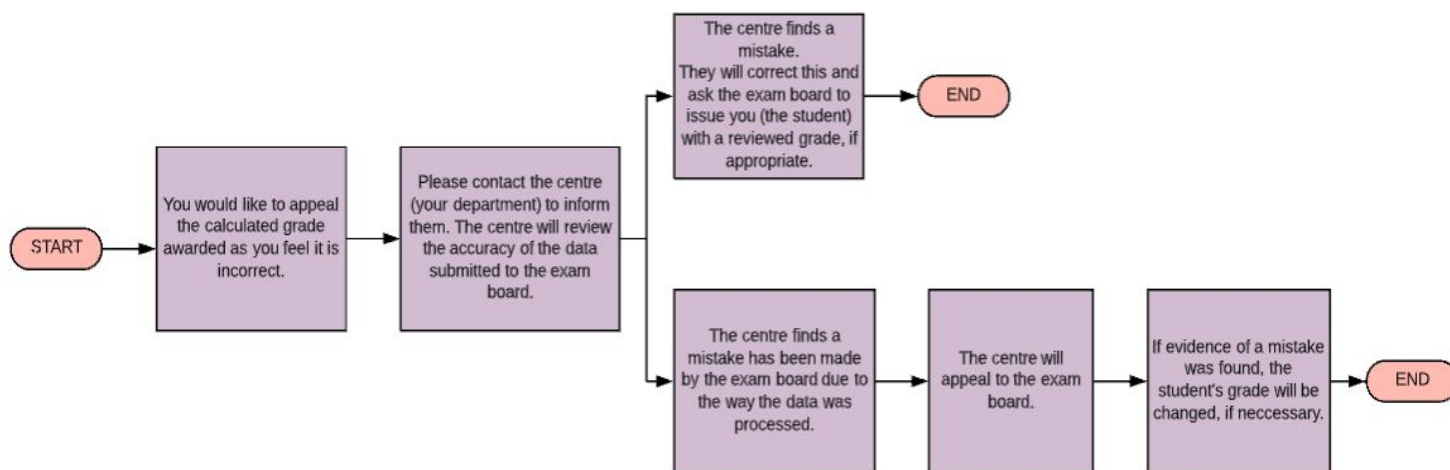
2.2. The College or Awarding Organisations will not Accept Appeals Against:

- Professional judgements of course tutors
- The efficacy of the evidence presented to support such professional judgements.

Nor will the College investigate complaints received for either of the two points in section 2.2, this is because Awarding Organisations in line with Ofqual guidance will not change grades on this basis. Rigorous internal quality assurance of any submitted centre assessed grades was carried out by the Colleges (which was above and beyond expectations of Awarding Organisations) to eradicate any complaints of this nature.

3. Process for Making an Appeal

Figure 1. Appeal Flowchart.



The Appeal Submission Form must be used to make an appeal with the awarding organisation (this form can be requested from your department). Appeals can be made following the publication of results, specific guidance for timescales from the exams department will be available as this information is released by Awarding Organisations.

The appeal submission should include the basis and grounds for the appeal and all supporting evidence must be provided. Evidence supplied must be appropriate to the nature of the appeal and should clearly be applicable to the case. Where possible, the appellant's narrative should refer to evidence explicitly and explain any contextual issues arising such that the evidence is clearly linked to the nature of the specific appeal, **this should not make reference to opinion or be subjective**

4. Timescale & Regulations

This appeals process falls within the Ofqual Extraordinary Regulatory Framework (ERF). The college will adhere strictly to the guidance from the Government, Ofqual / QAA and ensure full compliance with the processes set out by each Awarding Organisation (AO).

All appeals will be acknowledged and investigated where it meets the ERF appeals criteria (see section 2: 'Grounds for Appeal'). Should the appeal not fall within the scope, the appellant will be notified. Where the appeal falls within the ERF appeals criteria, timescales specific to the individual Awarding Organisation will apply.

5. Investigation of Appeals & Outcome

The appeal will be investigated based upon the narrative statement of the student, the chronology of events and the evidence associated. The decision will be based upon due consideration of all evidence submitted by the appellant and/or referred to in the submission form.

The appellant will receive the outcome of the appeal upon completion of the investigation.

6. Appeals Against the Outcome

Appellants cannot appeal the outcome. If the appellant believes the appeals process has not been followed, they should make a written complaint to the Awarding Body and in line with their specific guidance.

7. Next Steps

It is recognised that some students will be disappointed with their results, students who do not feel their result properly reflects their performance prior to 20th March 2020, may choose to take their exam in the Autumn series or in the Summer of 2021 subject to availability and provider approval. This should be discussed with your tutor/college department staff after results day.