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Task/Result Appeal Form

Submit within 48 hours of task being returned to you

Student Name:

Course:

Date:

Teacher:

Head Teacher:

Task Name:

Task/Result beingAppealed:

Reasons for appeal of mark (clear reference to task administration breakdown/marking guidelines/course outcomes/feedback to be made here):

Step One – Appeal to Head Teacher: Attach any new or additional information

No change to mark. Reasons:

Change to mark. Reasons:

New Mark: Updated result recorded

Student informed Teacher informed

Student Signature: _____

Date:

Step Two – Appeal Deputy Principal: Attach any new or additional information

No change to mark. Reasons:

Change to mark. Reasons:

<input type="checkbox"/> New Mark:	<input type="checkbox"/> Updated result recorded
<input type="checkbox"/> Student informed	<input type="checkbox"/> Head Teacher informed

Student Signature: _____

Date:

Step Three – Appeal Principal: Attach any new or additional information

No change to mark. Reasons:

Change to mark. Reasons:

<input type="checkbox"/> New Mark:	<input type="checkbox"/> Updated result recorded
<input type="checkbox"/> Student informed	<input type="checkbox"/> Head Teacher informed
	<input type="checkbox"/> Senior School Deputy Principal informed

Student Signature: _____

Date: