

Internal Appeals Form

(please use one form per subject and unit)

FOR CENTRE USE ONLY	
Date received by candidate	
Date submitted to Head	
Date candidate received outcome	

Please tick:

- Stage 1 - I wish to request copies of 'materials' for the subject and unit below, to assist me in considering whether to request a review of the centre's marking
- Stage 2- I wish to appeal against an internal assessment mark for the unit below (this can only be selected after stage 1 has been completed)

Candidate Forename:		Candidate Surname:	
Subject:		Exam Unit:	

Please state the grounds for your appeal below (this is for stage 2 only):

I understand and accept the conditions stated in the procedure.

Candidate Signature:	Date:
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This form must be signed, dated and returned to the Exams Officer either via email to exams@hopevalley.chorustrust.org or by post, before the deadline.