

Northern Regional College

Centre Assessment Grades Appeals Form

Where permitted by an awarding organisation, 'centre assessment grades' (CAGs) were decided by the College for assessments due to take place between 20th March to 31st July 2020. If you wish to appeal a CAG please note:

- you cannot appeal your grade because you don't agree with the centre assessment grade or rank order position submitted by the College i.e. you cannot appeal your lecturer/s professional judgement;
- for GCSE and A-Level qualifications, an appeal may be considered on the basis of a mock examination result;
- you can ask the College to check whether it made an error when submitting your centre assessment grade or your position in the rank order i.e. a procedural irregularity;
- you cannot contact an awarding organisation directly, but the College can submit an appeal on your behalf if it thinks an error has been made.
- you need to contact the College within **5 working days of receiving your result and before Friday 4th September 2020.**

Your Name:	
Course Title:	
Module/Unit Title: (<i>specific title</i>)	
Name of Lecturer/Assessor involved with assessment:	
Nature of your Appeal: i.e. please provide details about the procedural irregularity. For A-Level and GCSE qualifications you may refer to your mock examination result.	
Your signature:	Date:

To be completed by College staff:			
Date form received by Course Coordinator:			
Date form received by Curriculum Area Manager			
Date of Appeals Panel:			
Appeals Panel outcome:	Upheld		Not Upheld
Action/s required by student:			
Date student informed:			
Action/s required by staff:			

Notes to Student:

- Please ensure you keep a copy of this form.
- If submitting in hard copy: enclose this form and any evidence in a sealed envelope, with the QUALITY, FARM LODGE – CAG APPEAL clearly written on the outside, and leave at Campus Reception.
- If e-mailing electronically: e-mail this form and any evidence to quality@nrc.ac.uk – please ensure you password protect the documents and use the correct e-mail address.