**Teacher Assessed Grade Summer 2021**

Please complete this form to request that Bath College submit an appeal request to your Awarding Organisation.

In this document it refers to the Centre, the Centre is Bath College.

Awarding Organisation Appeal Request: Stage 2

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| Student Name | |  | |
| Student ID Number | |  | |
| Date of centre review request submission | |  | |
| Programme Name | |  | |
| Teacher Assessed Grade Awarded | |  | |
| Is this a priority request?  *(If you are applying to start University in September 2021, you are a priority appeal.)* |  | If yes, please provide your UCAS ID number  *(10 digits and you can find this on all UCAS communication)* |  |

**Why are you making the Centre Review Request?**

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| **Please select the reason you would like to make a centre review request.** |
| * 1. An administration error has been made by the Centre |
| * 2. A procedural error has been made by the Centre |
| * 3. Administrative error with the Awarding Organisation |
| * 4. Unreasonable exercise of academic judgement ***please select the most relevant reason below*** * Evidence base * Determination of Teacher Assessed Grade (TAG) |
| **Evidence to support an appeal**  This section must be completed in detail and provide sufficient evidence to support the appeal request |
| 1. An administration error has been made by the Centre You **must** provide a clear explanation. There is a 5,000 character limit. |
|  |
| 1. A procedural error has been made by the Centre   This is when the centre made a procedural error that has not been corrected at Stage One or the centre did not conduct its review properly and consistently or that there were issues with access arrangements, reasonable adjustments and/or mitigating circumstances. You **must** provide a clear explanation of what you believe went wrong and how you think this has impacted on your grade. If you can, please add a further explanation below or alternatively refer to the information that you have already provided above. There is a 5,000 character limit. |
|  |
| 1. An administrative error by the Awarding Organisation   You **must** provide a clear explanation. There is a 5,000 character limit. |
|  |
| 4. (a)Unreasonable Academic Judgement Selection of evidence  You **must** provide a clear explanation of what you believe went wrong and how you think this has impacted on your grade. There is a 5,000 character limit. |
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| 4. (b)Unreasonable Academic Judgement Determination of the TAG  You can provide a short explanation of the reason for your appeal if you want to. There is a 5,000 character limit. |
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| **Authentication** | |
| I can confirm that I have read the advice, information, and guidance produced by JQC and Bath College.  I understand there is no further opportunity to appeal to the Awarding Organisation, and further action would need to be taken with the qualification regulator.  I understand the outcome of the review could result in my grade being lowered, raised, or staying the same. | |
| ***Signed*** |  |
| ***Date*** |  |

***FAQs***

***What will be checked in the Appeal?***

To support your request for a Stage 2 appeal the Centre will submit the evidence base, as well as your justification for the appeal to the relevant Awarding Organisation. They will consider the appeal and provide a written outcome.

***What could the outcome of a Centre Review and what does this mean for my grade?***

There are a few possible outcomes:

* Your original grade is confirmed so there is no change.
* Your grade could be lowered.
* Your grade could be raised.

This is the 10 digit code you will see on any of your correspondence from UCAS, this is only relevant for those learners planning to progress to University in September 2021, and who has already made a UCAS application.

***What happens if I am still not satisfied with the College’s response to my appeal?***

If your centre review requests is completed by our Review Panel and they determine that no administrative or procedural error has occurred you can ask us to make an appeal with the awarding organisation on your behalf, this is the second and final stage in the process. Please note that there are time constraints for your stage 2 request to be made.

Deadline for the College to submit stage 2 priority appeals is 19th August 2021.

Deadline for the College to submit stage 2 non-priority appeals is 13th September 2021.