



## ACADEMIC APPEAL FORM

Please complete this form and submit it to [appeals@bathspa.ac.uk](mailto:appeals@bathspa.ac.uk) within 15 working days of the publication of your assessment results (the date that you received your official results email, which first contained the results against which you wish to appeal). Please attach any additional evidence that you wish to be considered alongside your Formal Appeal (Stage One) claim, which you feel supports the grounds under which you submitted your Appeal. [Academic Appeals Policy](#)

|                                             |  |
|---------------------------------------------|--|
| Name:                                       |  |
| BSU Student Number:                         |  |
| Email Address:                              |  |
| Programme of Study:                         |  |
| Level of Study:<br>(0, 4, 5, 6, 7, PGR)     |  |
| School of Study:                            |  |
| Campus:                                     |  |
| Module(s) referred to in your Appeal claim: |  |

Please indicate here which grounds apply and then give full details on the following sheet(s).

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Criterion 1: There is evidence to show that you may have been disadvantaged because there has been an administrative error in the way in which the University's Central Assessment Board has made its decision. Had this error not occurred, you consider that your assessment outcome would have been different.                                                                                                                                                                           |  |
| Criterion 2: There is evidence to show that you may have been disadvantaged because one or more of your assessments was not carried out in accordance with the regulations or published material for your programme, or with the University's Assessment and Feedback Policy or your agreed reasonable adjustments. Had the assessment been carried out appropriately, you consider that the University Central Assessment Board decision about your assessment outcome would be different. |  |

  

|            |  |
|------------|--|
| Signature: |  |
| Date:      |  |

### **GROUND'S FOR APPEAL – CRITERION 1**

“There is evidence to show that you may have been disadvantaged because there has been an administrative error in the way in which the University's Central Assessment Board has made its decision. Had this error not occurred, you consider that your assessment outcome would have been different.”

Please give full details of grounds on which you are appealing below:

## **GROUND'S FOR APPEAL – CRITERION 2**

“There is evidence to show that you may have been disadvantaged because one or more of your assessments was not carried out in accordance with the regulations or published material for your programme, or with the University’s Assessment and Feedback Policy or your agreed reasonable adjustments. Had the assessment been carried out appropriately, you consider that the University Central Assessment Board decision about your assessment outcome would be different.”

Please give full details of grounds on which you are appealing below: