



## 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 being Appealed:

Reasons for appeal of mark (clear reference to task administration breakdown/marketing 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:

- New Mark:                       Updated result recorded  
 Student informed               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:

- New Mark:                       Updated result recorded  
 Student informed               Head Teacher informed               Senior School Deputy Principal informed

Student Signature: \_\_\_\_\_ Date: