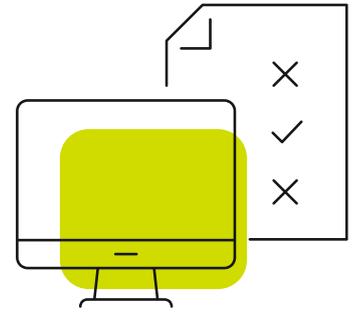


Appeals Guidance

The information below will help centres (and private candidates) to decide whether to submit an appeal.



Is your appeal an:

- Appeal against results? or
- Appeal against a malpractice decision? or
- Appeal against decisions made in respect of access arrangements, reasonable adjustments or special consideration?

No – it doesn't sound like this is an issue that you can appeal.

Yes – please continue

Do you think:

- A marking or moderation (or a review of marking/moderation) error has occurred? or
- The awarding body did not apply its procedures consistently, properly or fairly? or
- A finding of malpractice and/or the sanction imposed by the awarding body is not correct? or
- A decision in relation to the access arrangement(s), reasonable adjustment(s) or special consideration is not correct and/or we have not followed due procedures.

No – it doesn't sound like this is an issue that you can appeal.

Yes – please continue

Are you the Head of Centre or a private candidate?

No – speak to your centre about submitting your appeal. Applications directly from candidates (other than private candidates) will not be accepted.

Yes – please continue

If the appeal is about a marking or moderation error, have you already requested and completed a review of marking or moderation (ROMM)? Alternatively, if you are applying for an appeal hearing, have you completed the preliminary appeal stage?

No – please complete a ROMM before you submit an appeal. Please complete a preliminary appeal before applying for an appeal hearing.

Yes – please continue

Is your appeal on time i.e. within 30 calendar days of the outcome of a ROMM or within 14 calendar days of a malpractice decision or an access arrangements, reasonable adjustments or special consideration decision? Where you are applying for an appeal hearing, is your application within 14 calendar days of our communication of the outcome of the preliminary appeal?

No – we will not usually accept appeal applications made outside of these timescales.

Yes – please continue

Have you completed the appeals application process as specified on our **post-results services web page**?

No – please complete the appeals process as specified on our **post-results services web page**.

Yes – please continue

We only accept appeal applications that are submitted in line with the requirements specified on our [post-results services web page](#).

Preliminary appeals can take up to 42 calendar days to process.

Appeal hearings can take up to 70 calendar days. We will contact you to provide a hearing date.

Please refer to the **JCQ guide to awarding bodies' appeals processes** for further information.

Please refer to our website for information on **appeals fees**.