

# How to apply for an appeal based on mock exam results

We will be accepting applications to appeal on the basis of mock exam results from the **17 August 2020**.



## How to apply

We have added a new category to our appeals system in Pearson Edexcel Online and centres can use this to make their applications to appeal. It is appeal service 7 – **Apply Learner Mock Results**. You will need to provide a separate Appeals Service 7 application for each subject. All appeals must be submitted by 17 September 2020.

Each application will need to include the following documents as attachments to the application:

- The **Acceptable Mock Assessment Criteria checklist and Head of Centre Declaration**. The declaration must be signed by the Head of Centre. You should rename this document appropriately before you upload it to include your centre number followed by the subject code (centre number-subject code). For example: 99999\_9BS0.
- A completed **Record of Mock Results spreadsheet** to provide an accurate list of the students included in the application and their mock grade. This record should be checked for accuracy before it is submitted. You should rename this document appropriately before you upload it to include your centre number followed by the subject code (centre number-subject code). For example: 99999\_9BS0.
- Please ensure your file names do not contain any brackets.
- Electronic signatures are acceptable. The examinations officer may submit the form on behalf of the head of centre only with the head of centre's express consent.

Once you have uploaded these documents, submit the appeal and we will process it as soon as possible. We will send you the outcome of the appeal, including information on the grades we have changed.



If you need help to understand how to use the appeals application system on Pearson Edexcel Online, you can access our support video [here](#)