

## Appeals lodgement Form

Appeals No.
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SECTION 1 – Personal Details			
<b>Name:</b>		<b>Title:</b>	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss
<b>Address:</b>		<b>Post Code:</b>	
<b>Email:</b>		<b>Tel/ Mobile:</b>	
SECTION 2 – Course / Unit/ Module Details			
<b>Code/Title:</b>		<b>Date:</b>	/ /
<b>Assessor:</b>			
<b>Task:</b>			
SECTION 3 – Appellant Declaration			
I have read and understood the Pioneer International College Appeals Policy and acknowledge that Pioneer International College will use an independent assessor to resolve this appeal, and that I will be given the opportunity to present my case formally at an interview. Should the appeal progress to an external mediation agency, I agree to pay any fees for this appeal; however, should my appeal be successful I will receive a full refund of this fee.			
<b>Signature:</b>		<b>Date:</b>	/ /
SECTION 4 – Appeal Details			
Please tick the area relating to your grounds for appeal:			
<input type="checkbox"/> Incorrect assessment decision			
<input type="checkbox"/> Bias of the assessor			
<input type="checkbox"/> Lack of competence of assessor			
<input type="checkbox"/> Incorrect information provided regarding assessment			
<input type="checkbox"/> Inappropriate assessment task/process			
<input type="checkbox"/> Faulty, inappropriate or lack of equipment			
<input type="checkbox"/> Inappropriate assessment conditions			
Please outline the circumstance/s for your appeal:			
PIONEER INTERNATIONAL COLLEGE			
Appeal has been discussed with the Assessor: <input type="checkbox"/> YES <input type="checkbox"/> NO			
Appeal has been successfully resolved: <input type="checkbox"/> YES <input type="checkbox"/> NO			
Admin Use Only			
<input type="checkbox"/> Appeal Form Received (Admin)	<b>Initial</b>		<b>Date:</b> / /
<input type="checkbox"/> Appeal Lodgement recorded (Register)	<b>Initial</b>		<b>Date:</b> / /
<input type="checkbox"/> Letter of Acknowledgement sent	<b>Initial</b>		<b>Date:</b> / /
<input type="checkbox"/> Appeal Forwarded to CEO or Academic Manager	<b>Initial</b>		<b>Date:</b> / /
<b>Note: Use "Appeals Progress Form" to record further actions regarding this Appeal</b>			