
Appeals against Assessment Decisions Policy

If students do not agree with an assessment decision, or believe that you have been treated unfairly, you can appeal. The first step is to discuss the matter with the Assessor who marked your assessment. If you still do not agree with the assessment, you are able to request a re-assessment.

Students who wish to lodge an appeal and request re-assessment must complete the form "Complaint and Appeals form" and then hand the completed form to the General Manager.

- The General Manager will arrange for a different assessor to mark the assessment.
- If the student is still dissatisfied with their result, the General Manager along with the two assessors involved, will review the assessment task
- If agreement has not been reached the matter will be referred to an independent external person or panel acceptable to all parties, with expertise in the area concerned

The complainant will be notified of the outcome of their appeal in writing from the General Manager within 10 working days from the appeal date.