

**Higher Level 4/5 Student Academic Appeals Policy,  
Regulations and Procedures  
2024-25**

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#### **4. Higher Level 4/5 Procedures and Regulations for the Review of Decisions of Assessment Boards (Academic Appeals)**

##### **4.1 Scope and definition**

4.2 This p

normally be submitted in hard-copy. Students are advised to take copies of all documentation prior to submission.

6.4 The HE Academic Quality Leader (or a nominee) will normally acknowledge receipt of the Academic Appeal **within five working days**.

### **7. Consideration of a written Academic Appeal**

7.1 On receipt of the Academic Appeal, the HE Academic Quality Leader (or a nominee) will consider whether the appeal is made on one or more of the grounds specified in section 5 above. The student will normally be notified **within ten working days of the appeal being received**

**working days of the appeal being received and the outcome of the appeal application.**

4.



Awarding Organisation will undertake the appeal application and contact the student with outcome.

**Internal Procedures Completed**

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