



WELLPARK
College of Natural Therapies

**STUDENT ASSESSMENT
APPEAL FORM**

Student Name: Student Id:

Signature: Date:

Programme:

Course Name: Course Number:

Assignment Name:

Assignment Number:

Reason for Appeal (Circle One)

- A. Disagree with the marking or the marks given** (Use where, in your opinion, you made valid points that were not taken into consideration. Please provide specific and details explanation and examples)
- B. Marks added wrongly** (Use where, in your opinion you have been given incorrect marks – use only for the marks given as numbers. Do not use for counting ticks, as this is only a guideline markers use)
- C. Assessment considered unfair** (Use where you feel that the assessment was unclear, or could have been marked differently for any other reason than those given above)

Please be aware that as part of the appeal process your assessment may be blind marked and that if you are applying on the grounds that you disagree with the marking and the assessor finds that you have been awarded too many marks you may actually lose marks on your assessment and have the new grade recorded on your records.

Comments:

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Please hand this form to reception (it will be passed onto the Academic Leader) or email directly to academicleader@wellpark.co.nz

FOR ADMINISTRATION USE ONLY

1. Assessment re-marked

Markers Name:

Date Assessment Marked:

Markers Comments:

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2. Appeal Discussed at Management Meeting

Persons Present:

Date of Discussion:

Management Comments:

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3. All Parties Advised of Outcome

Student advised: Person..... Date.....Method.....

Marker advised: Person..... Date.....Method.....

Faculty Support advised: Person.....Date.....Method.....

*Save Assessment Appeal Form onto the server x:\Current Files & Folders\NEW\Students\Assessment Appeals

*Update Management Issues Spreadsheet

*Faculty Support updates mark on Moodle and SMS, Marking Grid remains the same