

SINGAPORE MEDIATION CENTRE
Processing Appeal



APPEAL FORM FOR ROLE-PLAY ASSESSMENT GRADE

1. Fill in the Appeal Form for Role-Play Assessment Grade accordingly.
2. Make payment
 - a. Crossed cheque or cashier's order of S\$400 shall be made payable to "**Singapore Mediation Centre**". OR
 - b. PayNow S\$400 to **199705560ZOOE**. Indicate 'Appeal MSA <date> <Your Name>' in the remarks field.
3. Submission
 - a. Mail the completed Appeal Form and crossed cheque to the following address:

Singapore Mediation Centre
1 Supreme Court Lane, Level 4
Singapore 178879

OR
 - b. Email a copy of the completed Appeal Form and a screenshot of the PayNow payment to **training@mediation.com.sg**
4. The completed Appeal Form together with the payment must reach Singapore Mediation Centre within 10 working days from the date the MSA result is released. An independent assessor will be engaged to assess your performance.
5. You will be informed of the outcome within 4 weeks of receipt of the appeal. The outcome will be final and there will not be any further appeals.

Name	
Contact Number	
Email Address	
Date of Assessment	
Reasons for the Appeal <i>(Please attach supporting document if applicable)</i>	

Signature of Candidate

Date

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Cheque/Cashier's Order No.	
Received By/Date	
Appeal Status	<input type="checkbox"/> Recorded and Approved <input type="checkbox"/> Recorded and Rejected