

### **Appealing assessment results:**

A delegate may not appeal a result simply because they disagree with the result given. The specified grounds for appeal are as follows:

1. That the assessor has given insufficient weight to extenuating circumstances;
2. That the performance of the delegate has been adversely affected by extenuating circumstances which the delegate has, for good reason, been unable to make known to the assessor;
3. That there has been a material administrative error at the time of assessment, or that material irregularities have occurred;
4. That the assessment has not been conducted using the expressed assessment criteria.

If a delegate wishes to appeal, they must do so within 14 days of the date that results are communicated. Delegates may contact [admin@emsolutions.uk](mailto:admin@emsolutions.uk) at first instance for support and guidance.