

# Appeals Policy



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<b>Review Date</b>	1st September 2024
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<b>Approved by:</b>	<i>C. Goode</i> <i>Paul</i>

If you do not agree with the outcome of your course you can appeal this. Appeals must be provided to Goode Tutoring Ltd in writing and we will direct this then to the awarding body. Students and families are unable to appeal the decisions.

If you wish to seek legal representation this too must be done in writing where you must provide who the legal representative is, what their credentials are and what interest they have in the case.

When you appeal against an award there are two stages.

1. The first stage is a review by the awarding body. If you are still not satisfied with the outcome then an independent appeals committee will review the appeal. Any appeal is subject to an administrative fee, the cost of which will be confirmed prior to submitting an appeal. This fee will need to be paid by the student who is appealing.
2. Should any student still be unhappy with the outcome of an appeal you do have the right to contact the qualifications Regulator, OFQUAL.

Please note, OFQUAL would require evidence that the appeals process has been followed in full before they can examine your grievances.