**Form EXAM027\_001 Request for an Appeal of exam result(s).**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Student ID number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Programme Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Note:** Students are advised to make every effort to get feedback from their lecturer during the Results Feedback Day as per the Academic Calendar. If you are unable to get feedback from your lecturer, you must include documentation with your exam appeal application outlining your attempts to get feedback e.g. email correspondence.

Please specify the grounds under which you are requesting the appeal, as per Section 4.3 of this procedure, and state the reason/s why you believe that you have a case under this ground.

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| State module (s) for Appeal  | Lecturer Name | Grade |
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| I am dissatisfied with the recheck outcome of my results in the module(s) set out above because: |
| Ground for appeal | Tick as appropriate | Explain how your appeal meets the ground for appeal |
| *(i) the examination regulations of the Institute have not been properly implemented.*  |  |  |
| (ii) *If student claims on stated grounds that the mark awarded was incorrect or inappropriate* and it was not resolved in the meeting with the internal examiner to discuss the mark. |  |  |
| (iii) *If there are circumstances which the Progression and Awards Board was not aware of when its decision was taken.* |  |  |

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Return form to:** The Examination Secretary, IT Sligo, Ash Lane, Sligo, within 3 working days of the date of official notification of exam results on the Student Hub at [www.itsligo.ie](http://www.itsligo.ie).

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| *For official use only*Fee Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ €50 per module: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Request approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Request rejected:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Recommendation of Appeals Board:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |