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If your appeal relates to the decision of a Higher Education Assessment Board please email Michelle.cooper@coleggwent.ac.uk and provide a summary of your grounds for appeal.

The outcome of the informal stage should be one of the following:

1. The student is content not to continue with the appeal.
2. Proceed to formal stage

3.2 Formal Stage:

The formal stage may be used where there is a procedural irregularity, perception of bias or extenuating circumstances which could not be made known.

For a formal appeal, the College appeals form must be used which is available on the College website. The form should be submitted to the Head of Higher Education.

Once you have followed the College appeals procedure, if you still feel the need to take further action the next stage is to appeal via the Pearson Vocational Quality Standards team. This is done via the following email address:

vocationalqualitystandards@pearson.com

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appeal procedure.

The appeal must be made within two weeks of t

