**CONFIDENTIAL**

**APPEAL AGAINST AN ASSESSMENT PANEL OUTCOME (Research Degrees)**

**Important**: Before making an appeal, please read the guidance notes and deadlines for submission of your appeal within the **Regulations for Postgraduate Research Study** available at <https://www.mdx.ac.uk/about-us/policies>

If you have a **complaint** concerning the management or organisation of the module or programme, or about poor teaching, supervision or guidance during your studies, please refer to the Complaint and Grievance Procedures https://unihub.mdx.ac.uk/student-life/your-voice/student-feedback/formal-complaints-procedure before submitting an appeal.

**PLEASE TYPE OR WRITE CLEARLY IN DARK INK**

|  |  |
| --- | --- |
| **Surname/Family name** |  |
| **First name** |  |
| **Student ID number** |  |
| **Name of your Partner Institution if it is not Middlesex University** |  |
| **Email address (all correspondence will be by email)** | Please inform the Research Degrees Administration Team  of any change during the appeal process |

**Your Appeal:**

|  |  |
| --- | --- |
| **The assessment panel outcome that you are appealing:** |  |
| **Details of the outcome:** |  |
| **Date of the panel examination:** |  |
| **Date outcome received:** |  |

**Read the appeal information within the Research Degrees Regulations and put an X in one or more boxes:**

|  |
| --- |
| **Why are you appealing?** |
| * That there is evidence of a process failure of such a nature as to give reasonable grounds to consider that the outcome would have been different had the process failure not occurred
 |  |
| * That the judgement was based on an incomplete assessment of your performance
 |  |
| * That your performance was affected by factors which were not known to the panel, and could not reasonably have been made known to the panel
 |  |

**Read the FAQS on UniHub and put an X in one or more boxes:**

|  |
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| **What outcome/s are you seeking from your appeal?** |
| * Classification of degree reconsidered (where applicable, i.e. MA/MSc by Research programmes)
 |  |
| * original examiners invited by the Postgraduate Research Degrees Board to reconsider their decision in accordance with approved Regulations and Procedures
 |  |
| * that the University’s Postgraduate Research Board appoint new examiners to conduct the examination as if for the first time.
 |  |
| * Other outcome (please specify in your attached Statement)
 |  |

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| **List here the documents you are including as evidence to support your appeal statement:** |
|  |

**Please put an X in each box to confirm your agreement and then sign the Declaration:**

|  |  |
| --- | --- |
| * I have read and understood the University’s Academic Appeals procedure as set out in the University Research Degree Regulations available at <https://www.mdx.ac.uk/about-us/policies>
 |  |
| * All information and documentation submitted in and with this appeal is complete and represents an accurate and true reflection of the situation that led to my appeal. I understand that any information given later could be disregarded. No evidence relating to a third party is included unnecessarily.
 |  |
| * I give permission for the Research Degrees Administration Team to seek verification of the authenticity of any statements or evidence provided with this appeal.
 |  |
| * I consent to information that I have submitted as part of this appeal being made available to relevant members of the University staff as required to investigate my appeal.
 |  |
| * I understand that the personal data which I have provided on this form may be stored in paper and/or electronic form in accordance with the University’s Data Protection Policy available at  [https://www.mdx.ac.uk/about-us/policies/privacy](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.mdx.ac.uk%2Fabout-us%2Fpolicies%2Fprivacy&data=02%7C01%7C%7Ce2c7999004004be1f6d808d638d4fc9d%7C38e37b88a3a148cf9f056537427fed24%7C0%7C0%7C636758884742487248&sdata=zotwhzUej7DqfsDPea%2BUjU1dz6TeVX%2BLCTUdrW8jn2M%3D&reserved=0)
 |  |
| * **I am submitting**
	+ **This form**
	+ **A statement of my appeal**
	+ **Relevant evidence to support my statement**
 |  |
| **My signature:****.................................................................................................................................** |
| **Date:****.................................................................................................................................** |

**Send this form, with your statement and relevant evidence to** **ResearchDegrees@mdx.ac.uk**