**Appendix A - Internal Appeals Form**

|  |
| --- |
| **FOR CENTRE USE ONLY** |
| **Date received** |  |
| **Reference No.** |  |

**Summer 2020 Examination Results**

Please tick box to indicate the nature of your appeal and complete all white boxes on the form below

* Appeal against the centre’s decision not to seek any information the awarding body holds that would be needed for an appeal
* Appeal against the centre’s decision not to appeal to the awarding body

|  |  |  |  |
| --- | --- | --- | --- |
| **Candidate Name** |  | **Candidate number** |  |
| **Candidate YR Group** |  | **Candidate Reg Group** |  |
| **Awarding body** |  | **Exam paper code** |  |
| **Subject** |  | **Exam paper title** |  |
| Please state the grounds for your appeal below*If necessary, continue on an additional page if this form is being completed electronically or overleaf if hard copy being completed* |
| Candidate signature: |  | Date of signature: |  |
| Parent/carer signature: |  | Date of signature: |  |

This form must be signed, dated and returned to the exams officer (exams@sghs.org.uk) on behalf of the Head of Centre to the timescale indicated in the internal appeals procedure.

Please refer to the [GDPR Privacy Notice – Pupils and Parents](http://www.sghs.org.uk/seecmsfile/?id=1597) on our website for how we look after your data.