



Examination Right of Appeal procedure for candidates undertaking examinations

Candidates have a right to appeal or request a re-mark of an exam paper, should they be dissatisfied with their final marks. See appeals procedures for each awarding body.

WMT will, on receiving an appeal, document the reason for the appeal and the details of the person appealing.

If WMT are notified of the result of any appeal by an awarding body, they will pass this information onto the student concerned. Awarding bodies may also communicate directly with the student.

In a case where a decision is made by the relevant external examining body, the appellant will usually be notified directly by the examining body.

Any documentation and communication will be held on file for one year and then destroyed.

All information and communication held on file or communicated by any means will be held in accordance with the data communication act.

If the appeal is against WMT internal examination, this is within the Company's complaints procedure and the appellant will be notified of this and the Company's complaints procedure will start as of that date of notification.