**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 ‘Student Complaints and Grievance Procedures’ page on MyMDX before submitted 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](mailto:ResearchDegrees@mdx.ac.uk)  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:**

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| **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 appeal information within the Research Degrees Regulations 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**](mailto:ResearchDegrees@mdx.ac.uk)