

# Appeals 2022

## What you need to know

National 5, Higher and Advanced Higher



# Appeals 2022 overview

Once you've received your results, if any of your grades don't seem right or you did not perform as well as your school, college or training provider expected, you may be able to appeal.

The appeals service is free, and you will be able to appeal to SQA yourself or through your school, college or training provider from Tuesday 9 August. There's information on who is eligible on page 3 of this booklet.

Before you submit an appeal, you should discuss your decision with your teacher, lecturer or another member of staff to determine whether your estimate and alternative assessment evidence can support an appeal. They will be able to advise you if an appeal is in your best interests. However, the final decision is yours.

If you are unsure about any of the information in this booklet, speak to your teacher or lecturer. You might also want to share this information with your parent or carer. To stay up to date on appeals in 2022, visit [www.sqa.org.uk/appeals](http://www.sqa.org.uk/appeals)



# Appeals 2022 timeline



**Tuesday 9 August** – Results Day. Your results will arrive by post, and by text/email if you signed up to MySQA.



**Tuesday 9 August** – The appeals service opens at 9 am. Speak to your school, college or training provider if you would like to submit an appeal.



**Tuesday 16 August** – This is the last date you can submit a priority appeal (if your college or university place or a training or employment offer depends on your grade – see page 6 for more information). Your school, college or training provider can submit priority appeals on your behalf up until Friday 19 August.



**Tuesday 30 August** – This is the last date you can submit all other appeals. Your school, college or training provider can submit all other appeals on your behalf up until Friday 2 September.



**Monday 5 September** – Priority appeal decisions will be sent to schools, colleges and training providers.



**End of October 2022\*** – The results of all other appeals will be issued.

\*It may be necessary to change this date depending on the volume of appeals we receive. We will tell your school, college or training provider if this happens.

# Who can appeal?

You can appeal if you feel you underperformed on the day of your exam. You must meet the following criteria:

- Your estimate must be higher than the grade shown on your certificate. For example, if the grade shown on your certificate is a C, your estimate must have been an A or a B.
- Your school, college or training provider must have submitted an estimate to SQA for the subject and level you are appealing.
- You must have taken and/or submitted all SQA coursework and formal assessments, including exams.
- Your course must include at least one assessment that is marked by SQA. As the following courses are fully assessed by schools, colleges or training providers, they are not eligible for appeal:
  - National 5 Practical Electronics
  - National 5 Practical Metalworking
  - National 5 Practical Woodworking

## **Examination Exceptional Circumstances Consideration Service**

If your school, college or training provider has submitted an Examination Exceptional Circumstances Consideration Service (EECCS) request that has been accepted and reviewed, and an award has been made, you are not eligible to use the appeals service. This is because the EECCS already includes a review of your alternative evidence. Please contact your school, college or training provider if you would like to appeal a grade awarded under EECCS.

# Submitting an appeal yourself

You or your representative (such as your parent or carer) will be able to submit an appeal directly to SQA. More information on how to do this will be available before Results Day.

You should speak to your teacher or lecturer even if you intend to submit a direct appeal, to get their advice and guidance.

The service opens on Tuesday 9 August at 9 am. You will be asked for the following information to register:

- your name
- your date of birth
- your Scottish Candidate Number (you can find this on your certificate)
- the subject and the level of the course
- whether you are waiting for a result for a university or college place or for an employment or training programme – if so, your request will be processed as part of the priority appeal service (there's more information about this on page 6)

Once registered, you can:

- submit an appeal
- withdraw an appeal if you change your mind

## **Learner direct submission deadlines:**

Priority appeals – Tuesday 16 August at 11.59 pm

All other appeals – Tuesday 30 August at 11.59 pm

# School, college or training provider appeals

You can ask your school, college or training provider to submit an appeal for you. Once you receive your result, speak to your teacher or lecturer if you would like them to submit an appeal.

## **School, college or training provider submission deadlines:**

Priority appeals – Friday 19 August at 5 pm

All other appeals – Friday 2 September at 5 pm



# Priority appeals service

An appeal can be prioritised if you have a conditional offer for university, college or training, or if an employment opportunity depends on your grade. All priority appeals must be validated by your school, college or training provider. You can tell us that you need a priority appeal when you use the learner direct service. If your school, college or training provider is submitting your appeal, please tell them if you have a conditional offer.



# What happens once an appeal is submitted?

Once we receive an appeal, we will carry out two separate checks:

- A clerical check of your exam paper(s) and SQA coursework.
- A review of the alternative assessment evidence gathered throughout the year and submitted by your school, college or training centre. Your SQA coursework will also be reviewed.

## **Clerical check**

We will check that:

- All parts of the exam paper have been marked.
- The marks given for each answer on the exam paper have been totalled correctly.
- The total/result was entered into the system correctly.

## **Alternative assessment evidence and coursework review**

SQA appointees – who are also teachers and lecturers – will review the alternative evidence that your school, college or training provider sent us as well as your SQA coursework.

If your evidence is appropriate and was produced under required conditions (your school, college or training provider will tell us about this), this will give our appointees a detailed picture of your performance during the course. They will use this to make a final judgement on what grade to award you.



# Outcome of appeals

If you are eligible for an appeal, in most cases your grade will either go up or stay the same. However, there is a very small chance that your grade could go down. This is why it is important to understand how your estimate was determined and discuss your appeal decision with your teacher or lecturer.

| Appointee outcome review   | Final grade decision                  |
|--|---------------------------------------|
| A clerical check demonstrates that you have achieved a higher grade than the grade on your certificate.  | You will be awarded the higher grade. |
| A review of your alternative assessment evidence and SQA coursework demonstrates a higher grade than the grade on your certificate.  | You will be awarded the higher grade. |
| A clerical check highlights that you have achieved a lower grade than the grade on your certificate; however, your alternative assessment evidence demonstrates a higher grade than the grade on your certificate. | You will be awarded the higher grade. |
| A clerical check confirms there is no change required to the grade on your certificate and your alternative assessment evidence does not demonstrate a higher grade.   | Your grade will remain the same.      |
| A clerical check highlights that you have achieved a lower grade than the grade on your certificate; however, your alternative assessment evidence demonstrates the same as your certificate.                      | Your grade will remain the same.      |
| A clerical check highlights that you have achieved a lower grade than the grade on your certificate <b>and</b> your alternative assessment evidence supports a lower grade.  | Your grade will go down.              |

We will send the final result to your school, college or training provider and if your appeal has resulted in a grade change, we will issue you with a new certificate. Priority appeal results will be confirmed by Monday 5 September.

The grade you are awarded from Appeals 2022 will be final and you will not be able to appeal it again.

# Withdrawing an appeal

If you change your mind and no longer wish to appeal your grade, you can withdraw from the learner direct service by the following dates:

- Priority appeals - Tuesday 16 August at 11.59 pm
- All other appeals - Tuesday 30 August at 11.59 pm

Contact your school, college or training provider to withdraw any appeals they have submitted on your behalf.

Your appeal will go ahead unless you, or your centre, withdraw it by the dates noted above.



# Learner support

A telephone advice line will be available from 9 – 16 August (excluding weekends). You can call us for advice on the content of your certificate. The advice line number will be given in the information leaflet issued with your certificate.

## Useful links

For help or any questions you may have about your next steps and options visit:

### SQA Learner Support

### e-Sgoil

### Education Scotland Wakelet

### Mind Yer Time

### Aye Feel

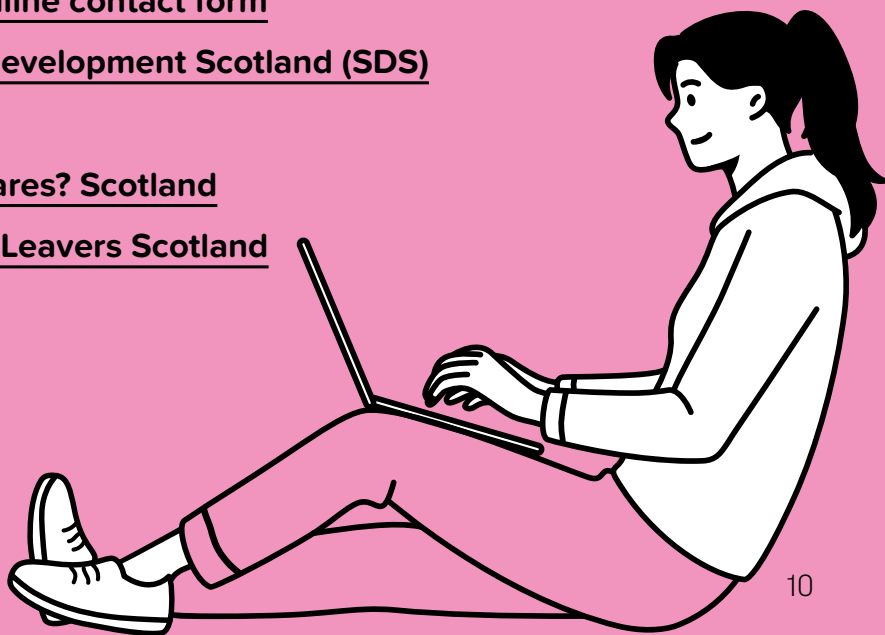
### SQA online contact form

### Skills Development Scotland (SDS)

### UCAS

### Who Cares? Scotland

### School Leavers Scotland





**Got a question?**

**0345 279 1000**

**[www.sqa.org.uk/appeals](http://www.sqa.org.uk/appeals)**

