

Form EA2B – Stage 2: Group Appeal (for Stage 1 outcomes only)

Please read the Enquiries and Appeals procedure before completing. All sections are mandatory.

Please note that personal data from Section 1, 2 and 3 will be sent to the Appeals Panel for the review of your appeal.

Section 1 – To be completed by the person making the appeal.

Name	
Address	
Phone number	
Email address	
Organisation*	
Reference number (From Stage 1 outcome notification)	
Date of Stage 1 outcome notification	

**If submitting on behalf of a student / employee, state the name of the Training Provider or business where you work*

Section 2 – Individual(s) for whom appeal is being made.

If you have provided a reference number in Section 1, you do not need to complete Section 2

Name of Training Provider or Assessment Venue (if different to organisation stated above)			
AAT ID (If known)	Student name	Assessment, result, and percentage score	Details of any impairments or Reasonable Adjustments given (if applicable)

Section 3 – Payment

Please note payment is only accepted via Bank card or BACS. An invoice will be raised on your account, your review will then be carried out once payment has been received and confirmed.

Details of how to make payment will be provided via email from the Assessment Operations team.

Section 4 – Supporting statement.

In the space below please state why you are appealing the outcome of the Stage 1 review and provide any additional supporting evidence that you would like AAT to consider.

Continue on separate sheet if necessary.

Section 5 – Consent

I confirm that I have read and understood the Enquiries and Appeals procedure for a Stage 2 group appeal. I confirm that I have received written consent from the students to submit an appeal on their behalf.

I understand that AAT will invoice me for the required fee and that this must be paid before my application can be processed.

The students understand that they are solely responsible for any expenses or loss of income that they may incur before or after receiving the appeal outcome.

Signed:	Date:
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Contact: Assessments Operations team
Email: assessment.operations@aat.org.uk

For internal AAT use only

Reference:		Review complete:	
Application received:		Outcome to applicant:	
Clerical checks:		Date Enquiry Completed:	