



STUDENT APPEAL FORM

A student can appeal an Extenuating Circumstances Submission (ECS) deadline prior to the sitting of the School Assessment Board (SAB) on the following grounds:

Grounds for an appeal	Details
New Evidence	<ul style="list-style-type: none">A student may submit an appeal against an ECS deadline prior to the sitting of the School Assessment Board (SAB) - (in line with Regulation 3.36-3.3.8) – if a valid reason for not meeting this deadline and evidence is provided to support the appeal.

Please note that you must submit this form within 10 working days from the notification date which informed you of the decision against which you are appealing. Please refer to Student Appeals FAQs prior to completing the form – available via <https://www.uws.ac.uk/current-students/supporting-your-studies/exams-assessment-appeals/academic-appeals-extenuating-circumstances/>

STUDENT APPEAL FORM

Appeal against an ECS Deadline

1. Personal and Programme Details

Name	
Banner ID	
Contact Address	
Telephone number	
Email address	
Programme Title	
Year of Study	

2. Module(s) you wish to appeal

Module Code	Module Title	Type of assessment (exam, coursework, class test etc.)	Date of exam or submission date (dd/mm/yy) Please state whether this is an original submission date or an agreed extension date.

3. Details of Decision you wish to appeal:

Appeal against ECS Deadline

Deadline for completing ECS

Please provide a valid reason for not meeting the above deadline and evidence to support the appeal

Please note that UWS reserves the right to act on any information included in this form where it believes it is in the individual student's best interest.

Outcome sought from appeal:

Documents attached in support of your appeal:

Please note that UWS reserves the right to contact third parties to authenticate evidence as and when required.

Please confirm whether or not you plan to attend the Senate Appeal meeting and if so, provide the name and status of any representative, or witnesses who will also attend.

Submitting the Appeal Form

Once completed, this form should be submitted electronically to appeals@uws.ac.uk scanning any supporting documents or posted to UWS Appeals Team, Quality Enhancement and Standards Team (QuEST), University of the West of Scotland, Paisley Campus, Paisley PA1 2BE.