

Appeals Process FAQ

I am not happy with my result, what should I do?

We appreciate that not passing the accreditation process is disheartening, and ask that you review the comments from your assessor in order to appreciate the reasons for a resubmission being requested. If you still feel that the marking hasn't been carried out correctly, in any way, then we do have an appeals system that you can opt to use in order to have your case reviewed again.

What is the appeals process?

Once you have reviewed the BSE [appeals document](#), should you wish to appeal can you please return the completed documents to the BSE accreditation office so that we can process this for you. BSE would like to bring your specific attention to the fact that we need to have an appeal lodged within 2 months of you have received the result in order to review the marking process.

Where can I find the appeals document?

[Please download here](#)

Do I have to pay for my appeal?

There is a fee of £100.00. Please note that if the outcome of the appeal is changed from the original decision, the fee will be reimbursed.

How long will my appeal take?

The reviewer has 4 months from receipt of your request for review to make a decision. The outcome of the appeal panel is final. Written notice of the outcome of the review and reasons for the decision will be provided to you within 28 days of the decision being made.

Who reviews my appeal?

The appeal will be reviewed by members of the accreditation committee.

What will the reviewer look at?

The reviewer will:

- Look at the information used by the person who made the initial decision
- Clear up any misunderstanding
- Correct any errors, if applicable
- Decide whether the initial decision should be upheld, varied or set aside.