



APPLICATION FOR AN APPEAL

Information for candidates

An appeal may be made if a candidate feels that a request for special consideration or a results enquiry has not been dealt with appropriately by Cambridge Assessment, or if they have a complaint about an aspect of the administration of the test that is not covered by those processes.

In order to proceed with the appeal, you must complete and sign the form below. This tells the Head of your centre that you give your consent to the appeal being made.

Candidate consent form

Centre name:

Centre number: Candidate number:

Candidate name:

Details of appeal (please confirm the test name and the nature of the appeal providing as much information as possible – you may continue on a supplementary sheet if necessary):

.....
.....
.....
.....
.....

I give my consent to the Head of my centre to make an appeal. I understand that the duration of the appeals process will depend on the nature of the appeal and that Cambridge Assessment and the relevant institutions will aim to resolve any appeals in time for the outcome to be taken into account during the current university admissions round.

I also understand that there is an Appeal fee, which will be refunded if my appeal is successful. (Please tick the box if you are eligible for a fee reimbursement)

Signed: Date:



CAMBRIDGE ASSESSMENT

If you took the test at an open centre, please complete the section below, so that we are able to communicate the outcome of your appeal to you:

Address:	
Email address:	
Contact telephone number:	

Please note that Cambridge Assessment will take reasonable care to keep candidates' personal details anonymous and will not contact you for any reason other than in regards to communicating the appeal outcome.

Appeals should ideally be faxed to Cambridge Assessment on +44 (0) 1223 553042.

You may post your Appeal form, but please be aware that if this is not received within the published timescales, we will not process the appeal. Therefore it is in your interest to fax or scan and email the Appeal form to Cambridge Assessment. Contact details are below:

Appeals
BMAT Support Team
Cambridge Assessment
1 Hills Road
Cambridge
CB1 1GG
UK

Tel: +44 (0)1223 553366

Fax: +44 (0)1223 553042

Email: bmatinfo@cambridgeassessment.org.uk