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| **Form A. Appeal** | | | Bangor black.jpeg |
| Name: |  |  |
| Student ID: |  |  |
| Course |  |  |
| Address for correspondence: | |  |
| Email: | |  |

Please read the Appeal section of the Appeal Procedure before submitting this form. This form should only be submitted if you have completed your studies and have submitted. **You cannot submit an Appeal that questions the academic judgement of examiners.**

You must complete at least one of the following Sections.

**Section 1**

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| I am appealing because of arithmetical or other errors of fact that affected my result.  This section must include a list of the results that you wish to be considered and you must explain why you believe that the results may have been affected by arithmetical or other errors. |
| (Continue this Section on a separate page if necessary.) |

**Section 2**

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| I am appealing because of exceptional personal circumstances that could have had an adverse effect on my academic performance.  This section must include details of the personal circumstances with, wherever possible, supporting evidence (e.g. Doctor’s letter). You must also explain how you informed the school about the circumstances. If Section 2.2 is completed, you must explain why you did not report the personal circumstances before the meeting of the Board of Examiners. |
| **Section 2.1**  Personal circumstances that were reported before the meeting of the Board of Examiners.  **Section 2.2**  Personal circumstances that were not reported before the meeting of the Board of examiners.  (Continue this Section on a separate page if necessary.) |

**Section 3**

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| I am appealing because of defects or irregularities in the conduct of the assessments, or in written instructions, or in advice relating to the assessments, which had an adverse effect on my academic performance.  This section must include details of the defects or irregularities with supporting evidence (e.g. copies of letters or emails sent to you regarding the arrangements for assessments). |
| (Continue this Section on a separate page if necessary.) |

**Declaration**

I declare that I have read the University’s Academic Appeals Procedure and that any information given on this Form and documentary evidence attached, if any, is a true statement of the facts to the best of my knowledge and belief.

|  |  |  |
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|  |  |  |
| Signature |  | Date |

This form must be sent to:

Academic Appeals

1. c/o Senior Student Conduct and Complaints Officer

Governance Services

Corporate Services

Bangor University

College Road

Bangor

Gwynedd

LL57 2DG

**Or** to email: appeals@bangor.ac.uk