


## AVA Appeal Submission Form

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| **Name of Access Validating Agency submitting appeal** |  |
| **Address of organisation submitting appeal** |  |

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| **Judgement(s) being appealed (see note (i) below)** | **Tick if appealing on grounds of 'procedure' (see note (ii) below)** | **Tick if appealing on grounds of 'new material' (see note (iii) below)** |
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**Note (i)** Only high-risk judgements, with the recommendation to withdraw the AVA licence can be appealed, individual expectations that make up a judgement are not appealable, only the overall judgement, and one or two grounds in support of the appeal must be indicated (see notes (ii) and (iii) below).

**Note (ii)** 'Procedure' refers to an irregularity in the conduct of the review such that the legitimacy of the decision(s) reached is/are called into question.

**Note (iii)** 'New material' refers to material that was in existence at the time the review team made its decision which, had it been made available before the review had been completed, would have influenced the judgements of the team, and, in relation to which, you must provide a good reason for it not having been provided to the review team.

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| Please detail below (or on a separate sheet) the way in which you consider the escalation activities to be flawed, based on the grounds of appeal you have selected on the previous page, making sure to explicitly identify the alleged deficiencies that led to each of the appealed judgements (please number your submission accordingly). |
| **Appeal explanation** | **Reference number of supporting document** |

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| **Appealing AVA's nominated contact person** |
| **Name** |  |
| **Title** |  |
| **Contact number** |  |
| **Email address** |  |

On behalf of the organisation submitting this form, I confirm that this submission constitutes the entirety of the appeal, and that the information contained herein is accurate and complete.

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| **Appealing AVA's authorised signatory** |
| **Signature** |  |
| **Name** |  |
| **Title** |  |
| **Date** |  |

This form, duly completed, any supporting documentation and all subsequent correspondence relating to the appeal should be sent directly to the following address:

Head of Governance

The Quality Assurance Agency for Higher Education Southgate House

Southgate Street Gloucester

GL1 1UB

**Note: Please do not send appeal correspondence to any member of your QAA review team.**

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