



Unresolved NCEA Assessment Reconsideration referred to DP Head of Curriculum

This form follows the completion of “Application to Appeal Internal Assessment Decision” form.

Surname: _____

First name(s): _____

House class: _____

Standard number: _____

Standard name: _____

Subject: _____

Name of teacher: _____

Date assessment returned to student: _____

Grade awarded: _____

Reason for appeal (tick appropriate boxes):

- I have discussed my grade with my subject teacher and the HOD in the first instance.
- The matter remains unresolved with the HOD and I would like DP Head of Curriculum to be consulted before a decision is made.
- The matter relates to a breach of the rules/missed assessment/late assessment.

Please explain why this matter remains unresolved: _____

HOD Signature: _____

Date: _____

Student signature: _____

Date: _____

DP Head of Curriculum decision _____

DP Head of Curriculum Signature: _____

Date: _____

Once completed and signed the student will receive a copy of this document and it will be stored in the department files with the internal assessment material for that standard.