

Appeal Process

- i. The candidate has the right to appeal for review of the assessment decision made by the assessor.
- ii. The candidate should not sign the Assessment Summary Record if they wish to appeal against the outcome, and must notify the assessor of the intention to appeal.
- iii. The assessor will then enter the appeal intention into the Feedback Section of the Assessment Summary Record.
- iv. The assessor will not be a member of the Board of Appeals Panel.
- v. The assessor will then notify TaF.tc CET Coordinator within the same day about the candidate's intention to lodge an appeal.
- vi. All appeals to review the assessment outcome have to be lodged in writing (either through email or fax) to TaF.tc, within 5 working days after the assessment date.
- vii. There will be a non-refundable administrative fee of \$50 charged by TaF.tc.
- viii. The Assessment Panel will review the Assessment and the Appeal outcome will be known within 10 working days of submission of the Appeal.