

Belfast Met: Summer 2021 Appeals: Important information for Level 2 and Level 3 Vocational Students

This document outlines the Summer 2021 appeal process for Level 2 and Level 3 students for the following awarding organisation/qualifications:

- City and Guilds (Technical Diploma qualification at Level 3)
- OCN NI (All qualifications at Level 2 and 3)
- OCR (Cambridge Technicals 2012 and 2016 Suite qualifications at Level 2 and 3)
- Pearson BTEC (all qualifications at level 2 and 3)

For Summer 2021 results, there are two stages to the appeals process: Stage 1 (Centre Review) and Stage 2 (Appeal to Awarding Organisation). A student must complete Stage 1 and received a Stage 1 outcome before a student can progress to Stage 2.

There are three possible outcomes to Stage 1 and or Stage 2:

- **your original grade goes down, so your final grade may be lower than the original grade you received;**
- **your original grade stays the same, so there is no change to your grade; or**
- **your original grade goes up, so your final grade may be higher than the original grade you received.**

Stage 1: Centre Review

This stage allows you submit a request to the college to check if:

- 1) there has been an administrative error in determining your grade, for example an incorrect grade was submitted to awarding organisation.
- 2) the college followed their procedure correctly.

Stage 2: Appealing to Awarding Organisation

If you are unhappy with the outcome of the Centre Review, or you wish to request an appeal based on unreasonable academic judgement, your next option is a Stage 2: Appeal to Awarding Organisation. Stage 2 appeal can only be submitted to your Awarding Organisation by the college after the completion of a Stage 1: Centre Review. Please remember you cannot progress to Stage 2 of the process (i.e. an appeal to your Awarding Organisation) until you have received your Stage 1 Centre Review outcome from the college. Should you wish to progress to Stage 2, instructions on how to do so will be included with the outcome of Stage 1.

What is a priority appeal?

A priority appeal is for a student who requires the outcome of Stage 1 and 2 of their appeal by the 8th September 2021: for example, your higher education place is pending the outcome of an appeal. In this instance, you should inform your preferred higher education provider that you have requested a Stage 1 Centre Review and/or Stage 2 Appeal to Awarding Organisation.

What is a non-priority appeal?

A non-priority appeal is for a student who does not require the outcome of Stage 1 and 2 their appeal by the 8th September 2021.

When and how to submit a Stage 1 Centre Review Request?

Priority appeal: deadline for students to submit their Stage 1 Centre Review Request form is **14th August 2021 12:00 noon**. The college cannot accept any Stage 1 Centre Review request forms from priority students after this deadline date/time. Once received, the college will process your Stage 1 Centre Review Request. The college aims to inform you of your Stage 1 Centre Review outcome no later than 16th August 2021. A link to this outcome will be issued to your Belfast Met student email address. Should you wish to progress to Stage 2, instructions on how to do so will be included with the outcome of stage 1.

Non-priority appeal: deadline for students to submit their Stage 1 Centre Review Request form is **20th August 2021 12:00 noon**. The college cannot accept any Stage 1 Centre Review request forms from non-priority students after this deadline date/time (this non-priority timeline will be the last opportunity to submit a Stage 1 Centre Review Request for results issued in Summer 2021). Once received, the college will process your Stage 1 Centre Review request. The college aims to inform you of your Stage 1 Centre Review outcome no later than 3rd September 2021. This outcome will be issued to your Belfast Met student email address. Should you wish to progress to Stage 2, instructions on how to do so will be included with the outcome of stage 1.

Stage 1 Centre Review Request form

Please note you must complete one Belfast Met Stage 1 Centre Review Request form per qualification / programme. If you request a Stage 1 Centre Review for more than one qualification and more than one programme, you must submit a separate Stage 1 Centre Review form per qualification and per programme. **Please note students should only use the below Belfast Met Stage 1 Centre Review Request form and not the forms that have been published by your awarding organisation/or any other source e.g. JCQ. The college can only accept the below Belfast Met Stage 1 Centre Review Request form.**

[Belfast Met Stage 1 Centre Review Request form](#)

(Please note this form will be live from 9am on results day: Level 3 results day is 10th August 2021 and Level 2 results day is 12th August 2021).

For a student summary of the Summer 2021 Appeal process please click [here](#)

Further guidance on your awarding organisation's Summer 2021 appeals can be found using the below website (s)

City and Guilds (Technical Diploma at Level 3)

<https://www.cityandguilds.com/-/media/cityandguilds-site/documents/covid-19/tag-appeals-b1-tq-pdf.ashx?la=en&hash=DF4C4C47997F48D0723351278E3348413E658419>

OCN NI (all qualifications at Level 2 and 3)

[Centre Covid-19 Updates \(ocnni.org.uk\)](https://www.ocnni.org.uk/centre-covid-19-updates)

OCR (Cambridge Technicals at Level 2 and 3)

<https://support.ocr.org.uk/hc/en-gb/articles/360020743059-Summer-2021-Appeals>

Pearson BTEC: (all qualifications at level 2 and 3)

<https://qualifications.pearson.com/en/campaigns/vq-assessment-hub/assessment-and-grading-in-2021.html>