

Policy on rights of appeal against exam marks

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1. There is no right of appeal from a decision on academic grounds; the examiner’s decision is final.
2. There is a right of appeal on the ground that there has been a procedural irregularity in the exam process.
3. Although not an exhaustive list, examples of procedural irregularity include: that there has been a mistake on a candidate’s exam paper; that there has been an error in the time given to a candidate to complete the exam; that the Law Society did not act in accordance with the relevant regulations and procedures; or that mitigating circumstances were not appropriately taken into account.
4. Candidates must also establish that the procedural irregularity materially affected their final exam result.
5. It is important to note that being unhappy with the outcome of a process or the exam award given does not necessarily indicate that the process has not been carried out fairly and properly.
6. Where an appeal on procedural grounds has been submitted, the Convener and/or the Vice-Convener of the Board of Examiners will first consider whether a candidate has successfully established that there was procedural irregularity and whether the stated procedural irregularity materially affected the final exam result.
7. If it is agreed that the candidate has grounds for appeal, the Convener and/or the Vice-Convener will either act as a reviewer or will appoint an appropriate examiner to consider the matter. In considering the appeal, the appropriate reviewer may:
	1. Consider any submission made by the candidate;
	2. Ask the candidate for further information;
	3. Request a response from the original examiner on the appeal;
	4. Consider the initial exam question and answer papers;
	5. Ask the Society for any further relevant information or documentation, policies or procedures, in relation to the appeal.
8. Whether a decision is made at paragraph 6 or 7 above, the decision of the Convener and/or the Vice-Convener on appeal is final.
9. Candidates wishing to appeal on procedural grounds should do so by emailing the Society’s Qualifications Coordinator within 28 days of receiving an exam result.

# Document information

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