







GQA Qualifications will also request that it is confirmed, in writing within 15 days, whether the appellant now accepts this decision or if they wish to proceed to the independent review appeals process.

If no communication is received within the above timescale, the decision will stand

If the appellant decides to proceed to the independent appeal stage, the appellant must inform GQA of this within 10 working days.

At this point arrangements will be made for an independent review to be carried out.

All information and data collected regarding any appeals made to GQA Qualifications Ltd will be stored securely on GQA Online.

Depending on the nature of the appeal this information will be stored against either a centre or learner. This information will only be made available to relevant persons.

Information may be used to review associated processes and policies to ensure that the 'failure' does not occur again or mitigate the situation as far as possible if the failure that occurred cannot be corrected.