

APPEAL AGAINST AN OVERSEAS EXAM PANEL'S DECISION

Please ensure that you read the information at lse.ac.uk/OverseasExams and the notes overleaf before completing this form.
You cannot appeal a decision until you have received the notification e-mail from the overseas exam panel.

Section 1: Your Details (please print in block capitals)

Surname

First name(s)

Student ID Number (e.g. 201312345)

Programme of Study (eg BSc Economics)

Student LSE email

 @lse.ac.uk

Signature

Date

Section 2: Exams you wish to take overseas

Please list the course code, time and date for each exam that you wish to take overseas.

Course Code	Date	AM or PM	Course Code	Date	AM or PM
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 3: Type of appeal

There are two types of appeal. Please tick a box to indicate which type of appeal you are submitting.

A I can provide new evidence relating to the circumstances that led to my request for an overseas exam sitting

OR

B I allege that there was a procedural defect in the panel's original decision (i.e. that the decision taken was not in line with the criteria set out under *Guidelines*).

Section 4: Reason for Appeal (for all types of appeal)

Please explain why you are submitting this appeal (continue on a separate sheet if necessary)

Section 5: Evidence For all types in section 3 to be considered you must provide new, original, documented evidence in English. Please list the evidence that you have supplied below (if you have supplied more than three pieces of evidence please continue onto a separate sheet).

Section 6: Outcome (for panel and office use only)

Appeal upheld?

Changes or additions to adjustments

Formal approval by Chair of OS Exams Appeal Panel

Date

Section 7: Notes

Please refer to lse.ac.uk/overseasexams for additional information about appealing decisions made by the Overseas panel.

You will be notified of the outcome of your appeal via your LSE email address as soon as possible following receipt of this form at the Student Services Centre. If you have not heard from us after 10 working days please submit an enquiry.

Please return this form either in person at the Student Services Centre, or as an attachment to [this enquiry form](#). You may also post the form to: Exams, Student Services Centre, LSE, Houghton Street, London, WC2A 2AE. United Kingdom.