



Accelerate People

**Enquiries and Appeal
Document**

Stage 1 – Enquiry

Please complete our Enquiry Form available at [this link](#) to send in an enquiry in for the following:

- Disagreement or clarification with the assessment decision
- Declined application for access arrangements and special consideration
- Malpractice and maladministration decision

Stage 2 - Appeal

If you are not satisfied with the response please then complete the below document and email to qualityassurance@accelerate-people.co.uk with the subject Appeal Document.

Training Provider / FE College / Employer	
Name and contact details	
Date appeal submitted to Accelerate People Ltd	
PO number for appeal	
Please confirm an enquiry has already been completed	
Additional reasoning provided (<i>please note no new evidence relating to End-point Assessment will be considered</i>)	
I confirm that, to the best of my knowledge, the information within the appeal form is true and correct	
Signed by	

Accelerate People Ltd	
Date of appeal hearing	
Action taken	
Recommendation	
Final result / grading	
Date of appeal feedback	
Any further action	
Signed by Accelerate People	

Declaration from Training Provider / FE College / Employer	
Agree with decision*	
Signed by	

*If No then please contact us via qualityassurance@accelerate-people.co.uk to commence a final Independent Appeal Panel.