

# SDEHS Assessment Task Form

Tick either 1 or 2

1.  **Illness or Misadventure or Extraordinary Circumstances Application**

This form must be submitted to the Head Teacher of the course by email, as early as possible and not later than the submission date.

**OR**

2.  **Appeal against a task result**

This form must be submitted to the Head Teacher of the course by email, within 7 days of notification of the result.

## Section 1: To be completed by supervisor

Student name _____	Year _____	
Course _____	Task no. _____	Due date _____
<b>Explain the reason for this application</b>		
Supporting documentation must be attached <i>(please tick)</i> <input type="checkbox"/> Doctor's certificate <input type="checkbox"/> Other		
Supervisor name _____	Date _____	

## Section 2: To be completed by Head Teacher

<input type="checkbox"/> Extension of time without penalty	Revised due date _____
<input type="checkbox"/> Alternate task	Revised due date _____
<input type="checkbox"/> Zero mark awarded. Task to be completed for demonstration of outcomes	Revised due date _____
<b>Explanation</b>	
Head Teacher name _____	Date _____
<b>Right of appeal to Assessment Review Panel:</b> A student and/or supervisor has the right to appeal this decision, within 7 days of its notification. To appeal, the supervisor must submit this form PLUS a written response stating the grounds for appeal, to the course Head Teacher. The decision of the panel is final.	

## Section 3: To be completed by Assessment Review Panel

<b>Assessment Review Panel decision</b>	
<input type="checkbox"/> Appeal upheld	
<input type="checkbox"/> Task to be marked without penalty	
<input type="checkbox"/> Alternate task to be provided	Revised due date _____
<input type="checkbox"/> Estimate to be given based on evidence (The estimate will not be finalised until the end of the course based on performance across the course)	
<input type="checkbox"/> Appeal denied <b>ZERO</b> mark awarded. Task to be completed for demonstration of outcomes	Revised due date _____
<input type="checkbox"/> Other	
<b>Explanation</b>	
Signed _____	Date _____