National Moderator - National Office
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Tel: 04 381 6430, Fax: 04 381 6431
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MODERATION AND ACCREDITATION APPEAL FORM

This form is for Providers to use if they wish to appeal a BCITO decision about moderation or accreditation. If you are an apprentice wishing to appeal an assessment decision, please use the 'Appeal of Assessment' form found in your ROW and theory manuals.

PROVIDER DETAILS		
Name of Provider:		
Address of Provider:		
Provider contact – name and role		
Phone Number:	Work:	Email:
NZQA Identification Number:		

APPEAL DETAILS	
MODERATION APPEAL ☐	Date of moderation report:
ACCREDITATION APPEAL ☐	Date of accreditation application:
Please write a detailed description of the basis for your appeal. Continue on extra sheets if necessary.	
Signature of Appellant:	Name:
Date Appeal Submitted:	

Please send this completed form to the National Moderator – contact details above.

OFFICE USE ONLY		
APPEAL PROCESSING		
Allocated to reviewer (name)		
Review result	UPHELD ☐ / DECLINED ☐ *(attach report)*	
Subsequent action (as appropriate) and notes:		
• New result forwarded to NZQA		
• Letter drafted to appellant (attached)		
Reviewer Signature:		Date:

Authorised by National Moderator:		Date:
Comment:		