Send to Student Casework Unit (SCU), who will check whether your appeal is admissible (see Procedure, section C3 3.8)

Appeal returned to you with Completion of Procedures Letter

The Nominee has 20 working days from the date they are allocated your appeal to review your case and provide a response

NO

NO

YES

NO

YES

Consideration of your appeal by the Faculty/Graduate School

An examination decision of the Research Degrees Committee

Decision of the Faculty Research Degrees Committee or its Progression Board

YES

SCU will write to you within 5 working days to confirm the final decision of the Head of Research

Does the Nominee have all relevant information?

You will be given 5 working days to confirm that you intend to provide the additional information and the timeframe in which the information should be submitted. The Nominee then has 20 working days from the date you provided the last piece of relevant information to review appeal and provide response to Head of Research with no prior involvement in your case.

Satisfied with outcome?

Matter Closed

Referred by the Graduate School to a nominee within the faculty at Academic Manager level or above (the Nominee)

Matter closed

NO

YES