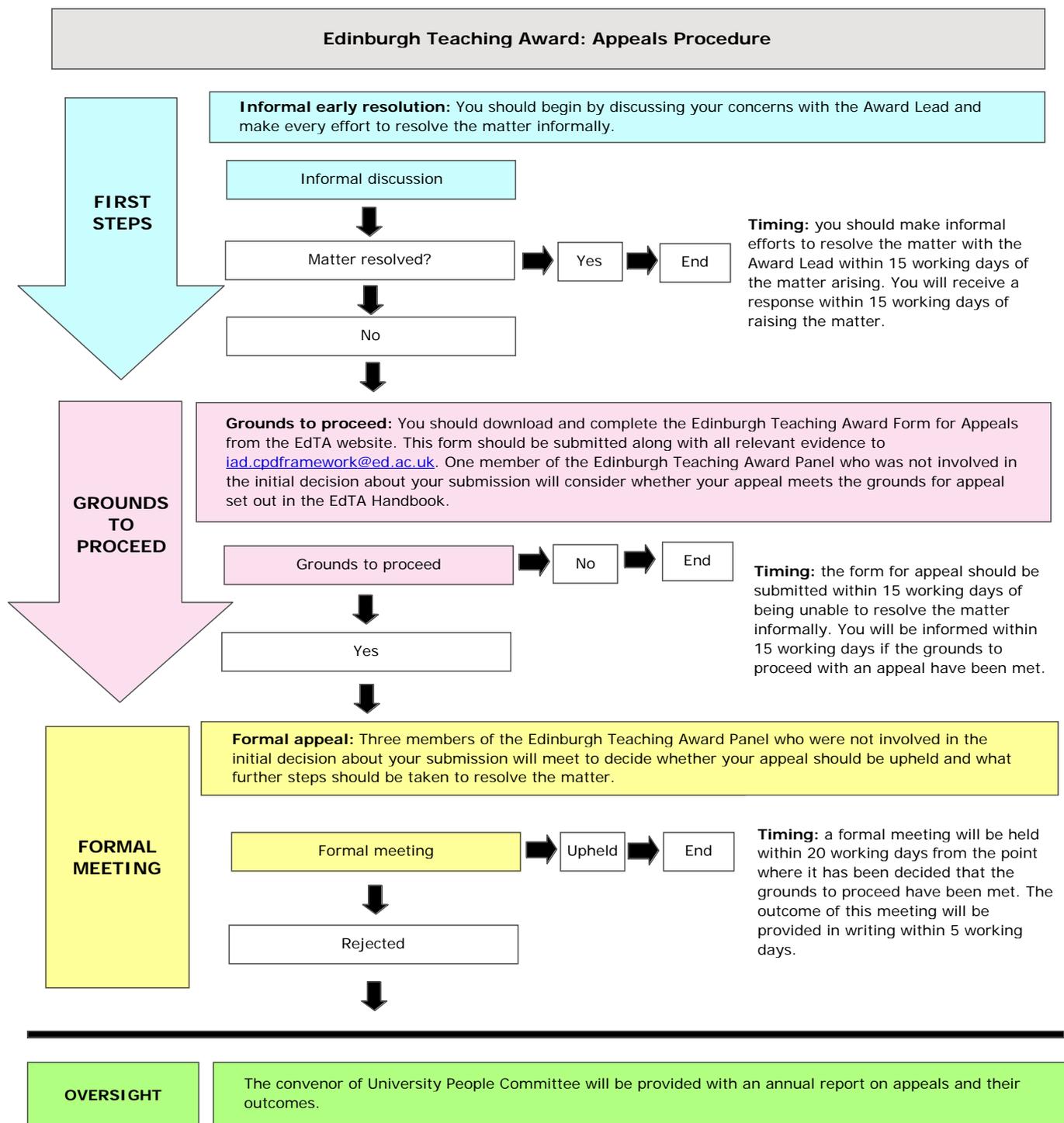


Edinburgh Teaching Award Appeals Procedure

The overall procedure is set out in the flow diagram presented below.



If a formal appeal is taken forward the new panel can consider appeals on the following grounds:

- 1) Substantial information directly relevant to the participant's submission and/or performance which for good reason was not available to the panel when their decision was taken;
- 2) Alleged irregular procedure or improper conduct of the evaluation of the participant's submission.
- 3) Evidence of prejudice or lack of due diligence in the process on the part of any panel member.

The appeal process cannot be used to challenge the professional judgement about the original panel of the quality of the participant's submission. An appeal cannot be lodged until the award panel has provided its final decision to the participant. The participant's mentor cannot be part of the appeal panel.

The appeal panel will make a choice between the possible outcomes below:

- 1) Appeal rejected.
- 2) Offer re-assessment of the participant by a new panel within a specified time limit.
- 3) Award the level of the Edinburgh Teaching Award for which the participant had originally applied.

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