



**RINGA HORA**

**Services**

Workforce Development Council

## Moderation Appeal form

### Purpose of application form

This form is used by providers if they wish to appeal a WDC decision.

### Process

**Please complete the details below and email the form to [moderation@ringahora.nz](mailto:moderation@ringahora.nz)**

Providers may wish to appeal decisions made by WDC for moderation applications. An appeal **must be sent to the WDC within 15 working days of the date of the decision.**

Once received, our team will analyse the appeal. You will be asked for more information if required. Please **allow 20 working days for us to process your appeal.**

### Any questions

If you have any questions about this form, or the appeals process, please email [moderation@ringahora.nz](mailto:moderation@ringahora.nz)

### Appeal details

Date of Moderation report:

Type of moderation:

Pre assessment

Onsite moderation

Post assessment moderation

Unit standard:

## **Provider details**

Education organisation:

Education organisation number (EDUMIS):

## **Contact person**

Name:

Role:

Email:

Phone:

## **For Schools only**

Principal's Nominee Name:

Phone:

## **Reason for the appeal**

Please write a detailed description of the basis for your appeal. Please include overview of evidence attached to support your application. Continue on extra sheets if necessary.

## **Preferred appeal outcome**

Please outline the preferred outcome of the appeal.