

Assessment Practising Certificate (APC) Appeals Process



LITERACY SPECIALISTS • TEACHERS • ASSESSORS

1. Review requests apply only to the feedback provided. The original report will not be reconsidered in full but will be referred to as appropriate
2. Only one review request per report is permitted. This applies solely to the most recent feedback issued for an APC report submission
3. All reviews will be carried out by an independent reviewer
4. Requests must be submitted in writing within 30 working days of the date the feedback was issued. Requests should be emailed to:
apc@dyslexiaaction.org.uk
5. The request must clearly identify each specific item of feedback being challenged and provide a reason for the disagreement
6. Applicants must confirm that all disputed items have been checked against relevant [SASC guidance](#) as it applied at the time the report was written, prior to submitting the review request
7. The review will consider only whether the feedback is accurate, appropriate, and consistent with relevant guidance. A difference of professional opinion alone is not sufficient grounds for review
8. Any items within the request that do not provide a valid reason for the dispute with reference to the [SASC guidance](#) may be rejected without being reviewed
9. Once the review has been completed, the outcome will be communicated by email within twenty working days of receipt of the complaint. The decision is final and should not be shared with third parties or social media platforms. After the outcome is issued, the process will be closed and no further appeals can be made about this decision.

Contact the APC Administrator:

Email: apc@dyslexiaaction.org.uk

Tel: 01784-222342