# Internal Review Application

## SUPPORTING STATEMENTS TEMPLATE

This template can be used to provide supporting statements addressing the grounds for an Internal Review.

### Please note:

* An application for an Internal Review **must** be made **within 14 calendar days** of your assessment outcome. Applications made more than 14 calendars after your assessment outcome was issued **will not** be accepted.
* You can address one **or** both of the grounds for Internal Review. Your application **must** address **at least one** of the grounds for Internal Review.
* You can include as many statements as is necessary to address the grounds, however please limit each statement to a maximum of 200 words.
* Your statements **must** relate to the grounds for Internal Review being addressed.

**If you do not address the grounds for Internal Review, your application will not be accepted.**

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| **Assessment Date:** | Click or tap to enter a date. |
| **Assessment Type** | Choose an item. |
| **A) The procedural requirements as specified in Council communications were not followed in a significant manner or to a significant extent.** | |
| *Click or tap here to enter text*  1. Statement one  2. Statement two  3. Statement three  Etc.… | |
| **B) The candidate’s performance was adversely affected by significant deficiencies in the examination procedures beyond the control of the candidate.** | |
| *Click or tap here to enter text*  1. Statement one  2. Statement two  3. Statement three  Etc.… | |

### If more space is required, please continue on a separate sheet