



# UNIVERSITY OF LONDON

## University of London Admissions Appeals Procedure: A Guide for Applicants

The University of London is committed to ensuring that all admissions decisions are clear, transparent and in-line with set precedent.

If you choose to appeal against a decision concerning your eligibility, please contact:

Either: the Student Advice Centre (if you are an applicant to the International Programmes) via the online form: [http://enquiries.londoninternational.ac.uk/asp\\_shared/newuser.aspx](http://enquiries.londoninternational.ac.uk/asp_shared/newuser.aspx)

or: the SAS Registry (if you are an applicant to the School of Advanced Study) – Email: [sas.registry@sas.ac.uk](mailto:sas.registry@sas.ac.uk) Please also refer to the SAS Admissions Policy: <http://www.sas.ac.uk/sites/default/files/files/Files/SAS-Admissions-Policy-August-2014.pdf>

You must state the basis of your appeal and include any additional information such as further complete/incomplete qualifications or references that were not submitted with your original application.

Providing that no additional evidence is required, we will aim to respond to an admissions appeal with a reviewed decision within ten working days.

### The Admissions Appeals Procedure is as follows:

**Stage 1:** An appeal against an admissions decision is (re)considered by the relevant Course/Programme Director.

**Stage 2:** If there is no resolution at Stage 1, the appeal is then considered under Stage 2 of the University of London Student Complaints and Academic Appeals Procedure:

<http://www.londoninternational.ac.uk/complaints>

*Please note that the Office of the Independent Adjudicator (OIA) cannot consider complaints about admissions.*

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