**EXTERNAL APPEALS SUMMARY SHEET**

Please complete this **“External Appeals Summary Sheet”** and email a copy to [appealsoffice@lcetb.ie](mailto:appealsoffice@lcetb.ie).

A copy of the **“External Appeals Summary Sheet”** should be enclosed with learner appeals when submitting the required documentation to the External Appeals Office.

Appeals where the Learner has applied to the CAO should be ticked (**🗸).**

**Provision Name:** **Provision Code:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**COMPONENT/MODULE BEING APPEALED**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Learner’s Name** | **PPSN** | **Component /**  **Module Code** | **Component/Module Title** | **Original**  **result** | **Original**  **grade** | **Fee Paid to Provision** | **CAO**  **(tick 🗸)** |
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**Provision Manager**:  **Date:**