

Licensing Assessment Appeals Form

Appeal process

Future Energy Skills supports the right for all candidates to a fair and transparent process for the resolution of Licensing Assessment appeals if the individual believes a decision, behaviour or action is unfair

1. Receive your result through FESconnect
2. Obtain a paper review to ascertain where you lost marks.
3. Attend a face-to-face review with an assessor or have a phone review.
4. If you believe you have grounds to appeal your result, speak with the assessor at the completion of your face -to face review or complete the form below and submit to Future Energy Skills.
5. Appeals may only be made by the candidate who undertook the assessment, within 7 days of the assessment.
6. Future Energy Skills will commence the appeals process with an outcome within 10 business days of receipt of the appeal.

Please email or complete this form and email to the address below:

leabookings@futureenergyskills.com.au

If you are not satisfied with the appeal's outcome you can -make a further appeal to ESV

esv.vic.gov.au/pdfs/licensing-assessment-appeal-form

Candidates Details

Date	
Full name	
Contact number	
Email	
How do you prefer to be contacted?	<input type="checkbox"/> Email <input type="checkbox"/> Phone

Assessment Details

Licensing Assessment being appealed (tick relevant box)	<input type="checkbox"/> LET <input type="checkbox"/> LEP <input type="checkbox"/> SWP <input type="checkbox"/> REL Class 2 <input type="checkbox"/> REL Class 1	<input type="checkbox"/> LEI Theory <input type="checkbox"/> LEI G Practical <input type="checkbox"/> LEI Safe Approach <input type="checkbox"/> Switchgear Licence Practical
	Assessment Venue	<input type="checkbox"/> Maryborough <input type="checkbox"/> Clayton

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Authorised by: Executive Officer	Next review date: 06/03/2023

Reason/s for appeal

Please describe your grounds for appeal, including question number or type (e.g. Wiring Rules/Defects/Voltage Drop etc) and a description of what you believe was marked incorrectly.

Declaration

I attest that the information above is true and correct.

Signature:

Print name:

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Rationale

FES OFFICE USE ONLY

Operations manager or FES assessor to give brief description of decision outcome, this may be used by ESV

Appeal and outcome shall be reported to ESV assessmentaudit@energysafe.vic.gov.au	Date Reported:
Signature and date of Operations Manager	Signature: Print name:
Appeal outcome	Original Result stands <input type="checkbox"/> Yes <input type="checkbox"/> No

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