

## **APPROVED**

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### General Rules of Appeals Submission & Examination

1. After an entrant has been aware of the decision of an examination commission indicating their results of entrance examinations, they shall be entitled to submit an appeal to the appellation commission; such an appeal may concern a violation of the procedure of an entrance examination and/or their disagreement with the obtained grades for an entrance examination (See Appendices 6 and 7).

2. Examination of an appeal shall not be a retaking of an entrance examination. An appeal examination shall consider only with the compliance with the official procedure of an entrance examination and/or the correct assessment of an examinee's entrance examination response.

3. An appeal may be submitted by any of the means specified in Clause 22 of these Rules.

4. An appeal must be submitted the day of official declaration of the results of that entrance examination or within the next office day.

Any appeal shall be examined not later than the next office day following the day when that appeal was submitted.

5. While an appeal is being examined, the entrant (or their authorized representative) shall be entitled to be present; they must have their personality identification document.

During an appeal examination, the following requirements, depending on categories of entrants with special health needs, shall be provided:

a) for the deaf and for the hearing-impaired:

an interpreter from/into the language of gestures;

b) for the blind and for the visually-impaired:

an interpreter from/into the language of signs comprehensible for them;

c) for the blind-and-deaf:

an interpreter from/into the language of signs comprehensible for them;

6. After an appeal has been examined, the appellation commission shall issue its decision indicating a changed or a not changed grade for that entrance examination (See Appendices 8 and 9).

7. If there are disagreements among members of the appellation commission, they vote, and the final decision shall be determined with the majority of votes.

8. The decision of the appellation commission shall be finalized by a protocol and delivered to the entrant (or to their authorized representative) and stored in that entrant's personal file. The fact that the entrant (or their authorized person) has been aware of the decision made by the appellation commission must be confirmed with their personal signature.

Executive Secretary of Admission Commission

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