



Hello Guardians,

With end-of-year reports having been released, we officially close the 2022 Academic year. With that said, we would like to inform you of the end-of-year appeals process that is available to guardians who meet the criteria detailed below.

Important Dates

- UCT Online High School is closed and will reopen on **11 January 2023**.
- The closing date for appeals is **13 January 2023**.
- Feedback on appeals will be communicated by **23 January 2023**.

Appealing end-of-year status

End-of-year report status can be appealed on the following grounds, and applications must be accompanied by the relevant supporting documents:

1. Physical and/or emotional health

An appeal on the grounds of physical and/or emotional health must be accompanied by a note from a registered medical practitioner and must make reference to the impact on academics. Where applicable, the affected date should be provided in the letter, for reference.

2. Trauma

An appeal on the grounds of trauma must be accompanied by a letter from a medical practitioner, confirming consultation.

3. Bereavement

An appeal on the grounds of bereavement must be accompanied by a death certificate and a letter confirming the learner's relationship to the deceased.





4. Dual enrollment

Where a learner was enrolled in an additional institution and received their final marks after reports had been released, the guardian may apply for an appeal. This application must be accompanied by the report, from the institution, detailing the grades of the outsourced subject.

5. Barriers to Learner

For approved Barriers to Learning Learners who make use of concessions, a guardian may appeal the report status should they believe that this impacted the learner's performance. The evidence required could include a letter from a practitioner working with the learner accounting the impact on the learner's performance.

6. Natural Disaster

Where a learner's academic performance was hindered by a natural disaster, the guardian must provide an affidavit detailing the events and the impact on the academic performance.

7. Previously retained

Where a learner has been retained before in their current phase, a guardian may appeal the report status. The relevant phases are Senior Phase (grades 7-9) and Further Education and Training, also known as FET (grades 10-12)

8. Events outside of your control

Guardians may lodge an appeal on end-of-year exams if your child was affected by any of the following:

- a) Extended loadshedding
- b) Power outages





- c) Taxi Strikes
- d) Network towers down
- e) TIA issue

For these appeals, guardians must provide an affidavit detailing the events, as well as which subject and paper was impacted.

Please note that should your appeal be approved and it results in an adjustment of the grade that your learner is enrolled in, this will result in a delay in access to the relevant grade's content. All grade changes will be completed by the 25th of January 2023 and your child will need to catch-up on the work from prior weeks. If you wish to lodge an appeal on the end-of-year report status, please complete [this form](#), which will be available post the report release.

Academic appeal on end-of-year exam

Academic appeals on end-of-year exams will be reviewed if sufficient evidence is provided that there may be an error in the grading.

If you wish to lodge an academic appeal on the end-of-year exam, please complete [this form](#), which will be available post the report release.

