

KEY STAGES OF THE APPEALS PROCEDURE

Process Stage	Deadline	Notes
 <p>1. Submission of the appeal request</p>	<p>Within 10 working days from the date of receiving the RPL results..</p>	<p>The learner submits a written or electronic request. The request must include a description of the grounds, supporting documents, and contact information.</p>
 <p>2. Initial review of the appeal</p>	<p>Within 5 working days from the date of receipt of the request.</p>	<p>The University leadership conducts a preliminary analysis of the grounds for appeal. If the request is substantiated, the Appeals Committee is convened.</p>
 <p>3. Refusal to consider the appeal</p>	<p>Within 5 working days from the completion of the review.</p>	<p>If the appeal is unsubstantiated, the learner receives a written explanation of the reasons for refusal.</p>
 <p>4. Acceptance of the appeal for consideration</p>	<p>Within 5 working days from the completion of the initial review and confirmation of payment.</p>	<p>The learner receives an official notification of acceptance of the appeal, along with an invoice for payment and a receipt after payment is made.</p>
 <p>5. Consideration of the appeal by the Appeals Committee</p>	<p>10–15 working days, depending on the complexity of the case.</p>	<p>The Appeals Committee reviews the submitted materials, examines the request, and makes a decision (full confirmation or partial modification of the result).</p>
 <p>6. Notification of the decision</p>	<p>Within 5 working days after the completion of the Appeals Committee's review.</p>	<p>The Department of Organizational and Administrative Work sends the learner an official notification of the appeal results with a detailed explanation of the decision.</p>