

LTA Qualification Learner Appeals Reporting Procedure

This procedure applies only to qualification courses/assessments that are provided by the Lawn Tennis Association (the 'LTA'). Any individual (known as a 'learner') who takes part in a qualification delivered by the LTA and wishes to appeal the outcome of an assessment relating to the course must do so within 15 working days of receiving the disputed assessment outcome.

Any learners wishing to appeal are advised to keep copies of all documents relating to the appeal. If a learner is looking to appeal a result that was made on a coaching or officiating qualification course that was delivered by a Workforce Development Centre, then that person would have to contact them directly in the first instance.

Should a learner wish to appeal an assessment decision relating to a qualification course provided by the LTA they should follow the procedure stated below.

Costs Associated with Submitting an Appeal

- £60 for Instructor, £70 for Coach, £45 for Readiness Tests

Definition of an Appeal

An appeal is a request by a learner for the LTA to review a decision made by a qualification assessor.



Appeals Procedure

If the appeal cannot be resolved informally to the satisfaction of the learner, or if a learner feels that they cannot make an informal appeal to their assessor, a formal appeal should be submitted to the LTA using the Appeals Procedure set out below:

