

Licensing Assessment Appeal Form

Complete and return this form to Energy Safe Victoria (ESV) if you believe you have grounds to appeal your licensing assessment result.

Appeal process

1. Receive your result from your assessment centre.
2. Obtain a paper review to ascertain where you lost marks.
3. Attend a face-to-face review with an assessor.
4. If you believe you have grounds to appeal your result, complete the form below and submit to ESV.
5. ESV shall commence the appeals process within 10 business days of receipt of the appeal.
6. Appeals may only be made by the candidate who undertook the assessment.

ESV's decision is final.

Complete the information below and submit to ESV by email assessmentaudit@energysafe.vic.gov.au

Candidate details

Name	
Email	
Phone number	

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
Date of the assessment being appealed		
Assessment venue		
Have you obtained a paper review?	Yes/No (If No – You must obtain a paper review before submitting an appeal to ESV.)	
Have you attended a face-to-face review?	Yes/No (If No – You must attend a face-to-face review prior to submitting an appeal to ESV.)	
Date of face-to-face review		

Continued on next page.

Grounds 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.

Privacy statement

You understand that by submitting this appeal of your licensing assessment result to Energy Safe Victoria (ESV), the information you have provided will be made available to ESV employees, including personal details such as name, email and phone number.

For further information please contact ESV or refer to the ESV Privacy Policy.

Your signature	
Date	