

**HAUC (UK) Assessment Comment Form**

This can be used to query up to 3 questions and answers and submitted to the Awarding Organisation for review and forwarding to HAUC (UK).

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| Centre/EQA/AO Name: |  | Centre Reference: (if applicable) |  |
| Awarding Organisation Name: |  |
| We may need to contact you for further clarification therefore please provide your contact details. |
| Name: |  | Contact Number: |  |
|  |
| Test Title, Version, Unit Title, Number etc: |  |
| Question Reference: |  |
| Question content: |
| Please provide details of what the issue is and how you think it should be corrected. |
|  |
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| Please provide details of what the issue is and how you think it should be corrected. |
| **Please email this form when complete to:** **assessment4@cityandguilds.com** |
| **For Awarding Organisation Office Use only** |
| Awarding Organisation Officer Name: |  | EQA Feedback Required? | Y/N |
| EQA Name:(if applicable) |  |
| Resolution to be discussed: |
| Date of next review meeting: |  | Date added to agenda: |  |
| Agreed Resolution: |
| Forwarded to TAG/HAUC (UK) by: |  | Date Sent: |  |
| **For TAG/HAUC (UK) Use only** |
| Mod Group Contact |  | Date Sent |  |
| Is the agreed resolution accepted: Y/N |
| If no, please advise below what resolution should be: |
| **Checklist of information to be sent to Awarding Organisations: Tick** This form with required resolution.Communications to be sent to centres.Amended Test Specification.Amended Unit Specification (if applicable).Amended Assessment Strategy (if applicable). |
| Sent to Awarding Organisations by: |  | Date Sent: |  |