



## Examination Regulations 2020

# Regulations for the Environmental Health Practitioner Qualification and Environmental Health Technical Qualifications

These Regulations take effect from 28 May 2020 and supersede all previous Examination Regulations.

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These regulations are subject to change. In order to ensure that you are aware of the most current version please see the CIEH website: <http://www.cieh.org>

## Definitions

|   |  |
|---|--|
| 1997/2003/2007/<br>2010/2011 curriculum       | Documents detailing the learning outcomes for accredited environmental health programmes and the assessment regimes referred to by this date.  |
| CIEH  | Chartered Institute of Environmental Health  |
| Chief Executive                               | Chief Executive of CIEH  |
| Degree  | A BSc (Hons) or higher award in Environmental Health   |
| EHP   | Environmental Health Practitioner  |
| EHRB  | Environmental Health Registration Board  |
| ELP   | Experiential Learning Portfolio  |
| Environmental Health Technical Qualifications | Higher Certificate in Food Premises Inspection, Higher Certificate in Food Control, Higher Certificate in Housing Practice, Diploma in Environmental Protection and the Diploma in Health and Safety at Work Enforcement |
| Extended Professional Interview               | The scenario-based standard interview followed by a viva voce on a PPP public health report.   |
| External Examiner                             | A person of appropriate experience and professional standing appointed by the Learning and Qualifications Advisory Group to oversee the quality and rigour of the written professional examination.                      |
| Hybrid  | A portfolio of intervention fields presented in both PPP and ELP formats.  |
| IPA   | Integrated professional assessment delivered by a university as part of the accredited degree.   |
| Logbook                                       | The logbook completed by candidates pursuing the Environmental Health Practitioner Qualification prior to 2003.  |
| Membership team                               | The team headed by the Head of Membership and Professional Development.  |
| Practical Training Logbook:                   | The logbook completed by candidates pursuing Environmental Health Technical Qualifications   |
| PPP   | The portfolio of professional practice   |
| Professional Written Examination              | A single substantial case study paper which is intervention based and covers at least two different intervention groups (i.e. health and safety, food safety, environmental protection, housing and public health).      |

|  |   |
|--|---|
| Standard Professional Interview                | A scenario based interview.   |
| TAA  | Technical aptitude assessment. Technical examination papers covering health and safety, food safety, environmental protection, housing and public health. |
| Technical Qualification Professional Interview | A scenario based interview completed by candidates pursuing Environmental Health Technical Qualifications.  |
| Professional Discussion                        | A scenario based interview accompanied by a viva voce based on a workplace project for candidates applying for Chartered status via the CEHP programme    |
| Workplace Project                              | Project report as an outcome of the Application Block on the online CEHP programme  |

## The Environmental Health Practitioner Qualification

- To qualify as an Environmental Health Practitioner, and be awarded the EHRB Certificate of Registration, a candidate must:

### **2011 Curriculum Candidates:**

- have been awarded a degree accredited by CIEH
- have passed a practical food inspection examination
- have passed the IPA
- have passed the PPP and
- have passed the Extended Professional Interview.

### **2003, 2007 and 2010 Curriculum Candidates:**

- have been awarded a degree accredited by CIEH
- have passed a practical food inspection examination
- have passed the Logbook, ELP, PPP or Hybrid assessment
- have passed the Written Professional Examination and
- have passed the Standard Professional Interview.

### **1997 Curriculum Candidates:**

- have been awarded a degree accredited by CIEH
- have passed a meat and other foods practical examination
- have passed the Logbook assessment, or ELP, PPP or Hybrid assessment following the withdrawal of the Logbook

- n) have passed the Food Safety, Health and Safety, Housing and Health, Environmental Protection, Public Health and Risk Audit Professional Examinations or the Written Professional Examination following the withdrawal of the aforementioned Examinations and
- o) have passed the Standard Professional Interview.

**Accredited Associate Route Candidates:**

- p) hold a relevant degree or higher award as determined by CIEH
- q) hold an Environmental Health Technical Qualification or equivalent as determined by CIEH
- r) have at least five years' full-time equivalent experience in some aspect of environmental health work following the award of an Environmental Health Technical Qualification or upon passing the CIEH Membership Assessment
- s) have held Accredited Associate or Ordinary membership for at least the three years prior to application for registration
- t) have passed a practical food inspection examination
- u) have passed the ELP, PPP or Hybrid assessment
- v) have passed the Written Professional Examination
- w) have passed the TAA and
- x) have passed the Standard Professional Interview.

## Environmental Health Technical Qualifications

2. To obtain the Higher Certificate in Food Premises Inspection, Higher Certificate in Food Control, Higher Certificate in Housing Practice, Diploma in Environmental Protection or the Diploma in Health and Safety at Work Enforcement Environmental Health Technical Qualifications and be awarded a Certificate from the EHRB, a candidate must:
  - a) have passed a course of study accredited by CIEH or EHRB
  - b) have completed a minimum period of six months practical training
  - c) have passed the Technical Qualification Practical Training Logbook and
  - d) have passed the Technical Qualification Professional Interview.

## Partial Registration with the Environmental Health Registration Board

3. Candidates working towards the Environmental Health Practitioner Qualification must apply for partial registration with the EHRB at least 21 days before submitting their ELP, PPP or Hybrid for assessment or applying for the Written Professional Examination or Standard or Extended Professional Interview.

4. Candidates working towards an Environmental Health Technical Qualification must apply for partial registration with the EHRB to obtain the Practical Training Logbook. Partial registration must be obtained at least 21 days before applying for the Interview.
5. The partial registration fee is non-refundable and non-transferable.

## Assessment of the ELP, PPP, Hybrid and Practical Training Logbook

6. The ELP, PPP, Hybrid and Practical Training Logbook are assessed on demand. Applications for the assessment must be made on the appropriate form and accompanied by the current fee. All applications will be acknowledged by CIEH via email and a receipt for the fee will be issued separately.
7. The Practical Training Logbook can be submitted at any time after the completion of the six months practical training period and successful completion of the accredited course of study.
8. ELP submissions will be assessed in no less than six weeks of the date of acknowledgement. Practical Training Logbooks will be assessed in no less than eight weeks of the date of acknowledgement. PPP and Hybrid submissions will be assessed in no less than 12 weeks of the date of acknowledgment.
9. CIEH will accept no responsibility for the ELP, PPP, Hybrid or Practical Training Logbook when in transit. (Note: Candidates are advised to keep a copy of the submission.)
10. On receipt of an ELP, PPP, Hybrid or Practical Training Logbook for assessment the submission will be examined to ensure that all sections are completed. If a submission is incomplete it will be returned to the candidate without assessment and without the return of the fee.
11. ELPs, PPPs and Hybrids will be assessed in accordance with the assessment scheme. Submissions will be graded 'Distinction', 'Pass', 'Deferred Result' or 'Fail'.
12. Practical Training Logbooks will be assessed in accordance with the assessment scheme. Submissions will be graded 'Pass', 'Deferred Result' or 'Fail'.
13. In the case of a 'Fail' candidates are required to resubmit the entire submission and pay the full assessment fee.
14. In the case of a 'Deferred' result candidates are required to resubmit the intervention areas which failed and pay the appropriate fee per intervention area. Candidates are required to pass all intervention areas resubmitted to obtain a 'Pass'. No appeals are permitted for this category of assessment.

15. The ELP, Hybrid or Practical Training Logbook will be returned to the candidate by hand, post or courier. The PPP is non-returnable. The result of the assessment and a copy of the assessor's assessment sheets will be dispatched to the candidate in accordance with the time specified in Regulation 8.
16. Where an assessor suspects a breach of the Examination Regulations within an ELP, PPP, Hybrid or Practical Training Logbook the assessor will notify the Membership team who will initiate an interim investigation. If satisfied there is a case to be made, the Head of Membership and Professional Development will suspend the assessment and initiate a full investigation, the findings of which will be presented to the Appeals Panel.

## Assessment of the Written Professional Examination

17. Candidates can apply to sit the Written Professional Examination any time. Applications must be made on the appropriate form and accompanied by the current fee and received not less than six weeks before the date of the examination.
18. Late applications will be accepted up to 14 days after the six week deadline upon payment of the late application fee, provided that CIEH has the capacity to accommodate the candidate. Applications received later than this will not be accepted under any circumstances.
19. All candidates who identify themselves to the membership team as having 'special-needs' and who provide evidence to support such claims will be offered arrangements for sitting the examination that, so far as possible (**as determined by CIEH**), meet those needs.
20. The examination will be held under the 'Examination Room Rules' approved by the Learning and Qualifications Advisory Group.
21. The following classification of marks will be used for the Written Professional Examination:



| <b>Band/<br/>Marks</b>       | <b>Reference criteria for each band</b>  |
|------------------------------|--|
| Distinction<br><br>81 – 100% | An excellent response in all respects. The candidate has appropriately addressed all of the set tasks. The candidate's response demonstrates excellent knowledge and a deep understanding of the issues addressed within the scenario. The candidate has appropriately identified a range of interventions strategies / actions that will address the issues raised within the case study. The candidate has demonstrated a strong ability to select the correct intervention to exercise and is able to clearly and concisely justify its choice. The candidate demonstrates a clear understanding of the principles of partnership working and has correctly selected appropriate partners with whom to work. The candidate's reflection on the responses provided to the set tasks is deep and insightful.  |
| Pass<br><br>60 – 80%         | The candidate's responses to the set tasks are generally, but not universally, good or appropriate. The candidate has demonstrated sound knowledge and understanding in respect of most of the issues that are referred to within the set scenario. The candidate has identified a range of intervention strategies and actions that are, in the main, correct or appropriate with respect to the case study. The candidate's ability to select the correct or appropriate intervention to exercise is sound in most respects and he/she is capable of justifying the choices made, although the given justification is not universally appropriate. The candidate's understanding of the principles of partnership working is quite clear and has largely identified appropriate partners with whom to engage. Reflection on the proposed practice by the candidate is provided, although it is not always deep and insightful. |
| Fail<br><br>0 – 59%          | Whilst the candidate may have provided plausible or appropriate responses to parts of the set tasks; overall, the candidate's responses demonstrate limited knowledge and understanding of the stressors that are referred to within the case study. The candidate demonstrates limited ability to identify potential intervention options to control, eliminate or mitigate the implications that arise from the impact of the various stressors that are present within the case study scenario. The candidate also demonstrates an inability to select the most appropriate intervention(s) to exercise and is unable to identify appropriate partners with whom they should work to maximise the impact of the chosen intervention. The candidate's response contains little evidence of personal reflection and may exhibit a general failure to address the set tasks.   |

22. The Associate Director of Membership and Professional Development will:
- 22.1 Take account of any representations made to them in determining the pass list for the Written Professional Examination.
  - 22.2 Take into account any matters brought to their attention by the examination invigilator, Moderator or External Examiner.
  - 22.3 Report on the above to the Learning and Qualifications Advisory Group.
23. Ownership of a candidate’s examination script rests with CIEH. The candidate cannot have sight of the script after the examination, nor will it be returned to the candidate at any time. Post-examination feedback will not be given on an individual basis. General feedback will be given via the CIEH website.

## Technical Aptitude Assessment

24. The following classification of marks will be used for the TAA:

|             |               |
|-------------|---------------|
| Distinction | 70% and over  |
| Pass        | 60% - 69%     |
| Fail        | Less than 60% |

## Assessment of the Standard Professional Interview

25. The application process outlined in Regulations 17 – 19 is applicable to the Standard Professional Interview.
26. The interview will be assessed against the following four competencies:
- a. The prioritisation of three scenarios relating to environmental health in terms of public health risk
  - b. The candidate’s professional attitude and approach in dealing with a chosen scenario
  - c. The candidate’s ability to determine an appropriate course of action/intervention and
  - d. The candidate’s awareness of the wider implications surrounding the chosen scenario including reference to any additional health impacts and others with whom to work to secure a desirable outcome.
27. The following classifications will be used for each of the four competencies:

|             |  |
|-------------|--|
| Distinction | An excellent response, sound in all aspects                                  |
| Pass        | An adequate response which is generally good, but lacking a little knowledge |
| Fail        | A response which demonstrates limited knowledge and/or understanding         |

28. The following classification of marks will be used for the Standard Professional Interview:

|             |   |
|-------------|---|
| Distinction | Minimum three distinctions + one pass                     |
| Pass        | Combination of distinctions and passes and up to one fail |
| Fail        | More than one fail  |

## Assessment of the Extended Professional Interview

29. Candidates can apply to sit the Extended Professional Interview on successful completion of the taught element of the accredited degree programme and the PPP and at any time thereafter. Applications must be made on the appropriate form and accompanied by the current fee and received not less than six weeks before the date of the interview.
30. The application process outlined in Regulations 18 and 19 is applicable to the Extended Professional Interview.
31. The Extended Professional Interview consists of the Standard Professional Interview, as outlined in Regulations 26 - 28, followed by a viva voce examination on one of the candidate's three PPP Public Health reports which were selected for assessment.
32. The following classifications will be used for the viva voce:

|             |  |
|-------------|--|
| Distinction | Candidate was able to freely engage with the assessors in a productive discourse that served to develop their reflection on the practice-based skills in question.   |
| Pass        | Candidate was able to engage with the assessors but the discussion, though demonstrating the embedding of knowledge- and practice-based skills and competences, remained largely focused on what had been reported in the PPP and they were reluctant to be drawn further. |
| Fail        | Candidate was unable to properly engage with the assessors on the intervention and so failed to expand upon the reflection   |

|  |  |
|--|--|
|  | detailed in the report to the extent that it was uncertain that the skills and competencies were embedded. |
|--|--|

33. Candidates who pass the Standard Interview element but fail the viva voce will retain the Standard Interview classification and will only be required to re-sit the viva voce. The same rule will apply if the candidate passes the viva voce but fails the Standard Interview element.

## Assessment of the Technical Qualification Professional Interview

34. Candidates can apply to sit the interview on successful completion of the accredited course of study and at any time thereafter. Applications must be made on the appropriate form and accompanied by the current fee and received not less than six weeks before the date of the interview.

35. The application process outlined in Regulations 18 and 19 is applicable to the Technical Qualification Professional Interview.

36. The interview will be assessed in the following four areas:

- a. Appreciation of the issues associated with the scenario
- b. Application of skills to the scenario
- c. Application of legislative requirements to the scenario and
- d. Communication skills demonstrated at the interview.

37. The following classifications will be used for each of the four areas:

|   |               |
|---|---------------|
| A | Good pass     |
| B | Pass          |
| C | Marginal fail |
| D | Fail          |

38. The following classification of marks will be used for the Technical Qualification Professional Interview:

|                       |                        |
|-----------------------|------------------------|
| Pass with Distinction | 3As + 1B or 4As        |
| Good Pass             | 4Bs or better          |
| Pass                  | 1C (+ 3As or Bs)       |
| Marginal Fail         | 2Cs or 1D (+ As or Bs) |
| Fail                  | 3Cs or worse           |

## Assessment of the Professional Discussion

39. Candidates can only apply for a Professional Discussion when they have received confirmation that their workplace project has passed the initial review phase
40. If a workplace project fails the initial review phase, feedback will be offered to the candidate, who may revise the workplace project and resubmit within one month
41. The workplace project will be sent to the assessment team 6 weeks in advance of the interview dates
42. All candidates who identify themselves to the membership team as having special needs and who provide evidence to support such claims will be offered arrangements for undertaking the Professional Discussion that, so far is possible (**as determined by CIEH**), meet those needs
43. The Professional Discussion will be assessed in two parts:
  - a) The technical scenarios
  - b) The workplace project
44. The Professional Discussion will be assessed against the following five competencies:
  - a. The prioritisation of three scenarios relating to environmental health in terms of public health risk
  - b. The candidate's professional attitude and approach in dealing with a chosen scenario
  - c. The candidate's ability to determine an appropriate course of action/intervention in the chosen scenario and as demonstrated in the workplace project
  - d. The candidate's awareness of the wider implications surrounding the chosen scenario including reference to any additional health impacts and others with whom to work to secure a desirable outcome. The same reasoning should be demonstrated in the workplace project
  - e. The candidate's awareness of professional standards and ethical behaviour as demonstrated in both the chosen scenario and the workplace project
45. The following classifications will be used for each of the five competencies in part A: scenarios:

|             |  |
|-------------|--|
| Distinction | An excellent response, sound in all aspects                                  |
| Pass        | An adequate response which is generally good, but lacking a little knowledge |

|      |  |
|------|--|
| Fail | A response which demonstrates limited knowledge and/or understanding |
|------|--|

46. The following classification of marks will be used for the Workplace project:

|      |   |
|------|---|
| Pass | Candidate was able to engage with the assessors though demonstrating the embedding of knowledge and practice-based skills and competencies.   |
| Fail | Candidate was unable to properly engage with the assessors on the intervention and so failed to expand upon the reflection detailed in the report to the extent that it was uncertain that the skills and competencies were embedded. |

## Withdrawal from an Assessment

47. A candidate may request to withdraw from the Written Professional Examination and Standard, Extended or Technical Qualification Professional Interview or Professional Discussion at any time up to the date of the particular assessment. The withdrawal must be confirmed in writing within seven days and justifiable reasons for the withdrawal must be given. A charge is payable as below:

|   |                                  |
|---|----------------------------------|
| Prior to the deadline date for applications | No charge                        |
| More than 14 days' notice                   | 25% of the appropriate fee paid  |
| Between 8-13 days' notice                   | 50% of the appropriate fee paid  |
| Less than 7 days                            | 100% of the appropriate fee paid |
| Professional Discussion                     | No charge                        |

48. A candidate who fails to attend the Written Professional Examination or Standard, Extended or Technical Qualification Professional Interviews and fails to give a satisfactory written explanation accepted by the Associate Director of Membership and Professional Development will forfeit their fee. In addition, the fee for the next Examination or Interview will be double the fee current at the time.
49. A candidate who fails to attend the Professional Discussion assessment and fails to give a satisfactory written explanation accepted by the Associate Director of Membership and Professional Development will forfeit their opportunity and will need to reapply for the whole CEHP programme.

## Assessors and Moderators

50. CIEH shall appoint assessors who have successfully completed the relevant training course for the purposes of assessing the ELP, PPP, Hybrid, Practical Training Logbook, Written Professional Examination, TAA, or Standard, Extended or Technical Qualification Professional Interview or Professional Discussion.
51. At least one appropriately trained and experienced person shall be appointed by CIEH to act as a Moderator at each session involving the assessment of the ELP, PPP, Hybrid, Practical Training Logbook, Written Professional Examination, TAA, or Standard, Extended or Technical Qualification Professional Interview or Professional Discussion.
52. The Moderator is responsible for ensuring that each assessor has:
  - a. marked all appropriate elements of submitted work
  - b. correctly determined the classification
  - c. accurately marked in accordance with the marking scheme
  - d. exhibited sufficient care, accuracy and consistency of professional judgement within marking of comparable submissions and elements of submissions submitted by individuals within a cohort.
53. Where any disparities exist between assessors concerning the marks to be awarded to candidates for the same piece of work, then the Moderator will work with parties, (including the External Examiner) to resolve such disparities. The Moderator may, where necessary, interpret the Regulations and advise assessors accordingly and make appropriate decisions on behalf of CIEH. The Moderator, following discussions with the relevant assessors, has discretion to adjust any mark.

## Re-sits and re-takes

54. Candidates who fail the TAA on two consecutive occasions shall be excluded from re-sitting or retaking the assessment for a period of one year from the date of the last attempt.
55. Candidates who fail the Technical Qualification Professional Interview on five occasions shall be excluded from re-sitting or retaking the assessment for a period of one year from the date of the last attempt.
56. Candidates who fail part A or part B of the Professional Discussion, or both parts will be considered as failed and must re-sit the Professional Discussion

## Extenuating circumstances

57. A candidate may notify CIEH of any extenuating circumstances that may have adversely affected their performance in the Written Professional Examination, TAA, or Standard, Extended or Technical Qualification Professional Interview or Professional Discussion to enable those circumstances to be taken into account by the Learning and Qualifications Advisory Group in determining a result. Any such circumstance must be notified to the Associate Director of Membership and Professional Development in writing within seven days of the relevant assessment.

## Loss or damage that is the fault of CIEH

58. In the event of a candidate's ELP, PPP, Hybrid, Practical Training Logbook, Professional Written Examination script, TAA script or workplace project being lost or otherwise irretrievably damaged by CIEH or its assessors, the candidate will be deemed to have passed the assessment.

## Breach of the Examination Regulations

59. A committee of the Learning and Qualifications Advisory Group may disqualify a candidate from an ELP, PPP, Hybrid, Practical Training Logbook, Written Professional Examination, TAA, or Standard, Extended or Technical Qualification Professional Interview or Professional Discussion assessment for a period of time (including indefinitely) if found guilty of:
- a. any breach of the examination rules
  - b. plagiarism
  - c. deception or attempted deception by falsely presenting material as their own
  - d. a failure to follow the instructions of CIEH's assessors or examination invigilator that result in disruption of the assessment or other candidates
  - e. attempting to influence the decision of an assessor
  - f. using any abusive language in an assessment
  - g. any action considered by the committee of the Learning and Qualifications Advisory Group to unduly influence the result of the assessment.
60. Such a committee will comprise no fewer than three persons, one of whom will be a member of the Learning and Qualifications Group, one a member of CIEH (but not a member of its Board or the Learning and Qualifications Advisory Group and one who may not be a member of CIEH or its Board or any committee of the Board or an advisory group.
61. A candidate suspected of a breach of the Examination Regulations will be notified in writing of the nature of the suspected breach and provided with any evidence supporting the alleged breach.



62. A candidate accused of a breach of the Examination Regulations may submit documentary evidence to CIEH and may elect to appear (accompanied or otherwise) before a committee established under the provisions of rule 58 to answer to the alleged breaches of the Regulations. The candidate will be notified of the date of the panel hearing at which the allegations will be considered.
63. The Committee will be established and will operate in a manner that is broadly consistent with the arrangements for a Fitness to Practise Panel, established under CIEH's Fitness to Practise rules.
64. Any action considered, and decisions made, by the committee will not preclude or limit any subsequent action that may be taken in respect of any suspected breach of the CIEH Code of Ethics and its Fitness to Practise rules.
65. Sanctions available to the Committee will be:
- a. To take no action
  - b. To issue a reprimand
  - c. To preclude the student from resitting the assessment for a period of twelve months.
  - d. To bar the student from resitting the assessment at any time.
  - e. If a member of CIEH:
    - To transfer the Respondent to another grade of membership; or
    - Remove any membership privilege enjoyed by the Respondent; or
    - Terminate the Respondent's membership.

## Academic appeals

66. Subject to the exemption identified in Regulation 14, any unsuccessful candidate may appeal against the outcome of an ELP, PPP, Hybrid, Practical Training Logbook, Written Professional Examination, TAA, or Standard, Extended or Technical Qualification Professional Interview or Professional Discussion assessment. The appeal must be submitted in writing by the appellant to the Chief Executive and must be received within 28 days of the date the results were posted. A full statement of the grounds on which the appeal is based must be included.
67. Candidates may only appeal on the following grounds:
- a. That a material error or defect occurred in the pre or post assessment administrative procedures followed by CIEH and/or its assessors which adversely affected the outcome of the assessment, or any part of it; or

- b. That an assessor did not perform their duty in accordance with these Regulations or other advice issued by CIEH to such an extent that it may have adversely affected the outcome of the assessment or any part of it.
68. A candidate may not appeal against any academic judgement made by an assessor, moderator or the Learning and Qualifications Advisory Group.
  69. On receipt of a written notice of appeal and any evidence provided by the candidate the Chief Executive will determine whether the grounds for the appeal have been met. As soon as possible after the receipt of the notice of appeal, but in any event within 56 days, the appellant will be notified of the Chief Executive's decision.
  70. Where the decision is that the candidate has not provided sufficient evidence to demonstrate that the 'grounds for appeal' have been met, the appellant may either provide further information and request that the decision be reviewed in the light of that information provided or else appeal against that decision. The candidate must provide the further information or lodge this further appeal within 28 days of the date of the letter giving the decision. Where the appellant appeals against the decision, the details will be considered by the Chair, or, if unavailable, any other nominated member of the Learning and Qualifications Advisory Group whose decision will be final.
  71. Where it is determined that there are sufficient grounds to allow an appeal in respect of an ELP, PPP, Hybrid, Practical Training Logbook or workplace project arrangements will be made for the submission to be re-assessed. The result of such a re-assessment will be final.
  72. Where it is determined that there are sufficient grounds for an appeal to be progressed in respect of a Standard, Extended or Technical Qualification Professional Interview, Professional Written Examination, TAA assessment or Professional Discussion the Chief Executive will arrange a meeting of the CIEH Appeals Panel. The appellant will be notified of the date of the meeting within 28 days of the date of the Chief Executive's decision.

## Appeals against sanction for breach of examination regulations or the outcome of academic appeals

73. Any appeals against decisions under the provisions of rules 59 to 72 will be governed by the appeals provisions in CIEH's Code of Ethics and Fitness to Practise rules – regardless of the membership status of the student.
74. The outcomes available to an appeals panel constituted under the provisions of rule 73 will be:
  - In the case of Exam Regulations issues, those set out at rule 65.
  - In the case of academic appeals:

In the case of a Standard, Extended or Technical Qualification Professional Interview:

- a. Deem that the result is set aside and arrange for a new interview as soon as is practically possible, with no fee charged by CIEH.
- b. Deem that the result is set aside and arrange for a new interview as soon as is practically possible, at no cost to the candidate.
- c. Award a pass without the need for a further interview.
- d. Uphold the original decision.

In the case of the Written Professional Examination or TAA:

- e. Deem that the result is set aside and arrange for the appellant to retake the examination at the next programmed sitting, with no fee charged by CIEH.
- f. Deem that the result is set aside and arrange for the appellant to retake the examination at the next programmed sitting, at no cost to the candidate.
- g. Award a pass without the need for the appellant to retake the examination.
- h. Uphold the original decision.

## Amendment of Regulations

75. The Board of Trustees agreed on 12 January 2017 that these Regulations can be amended by the Learning and Qualifications Advisory Group.

**Agreed** by the Board of Trustees on 26 April 2018 and amended by the Learning Qualifications Advisory Group on 28 May 2020.

**To be reviewed before 31 March 2021.**