

# **ALRA Audition Appeals Procedure**

Unsuccessful applicants have the right of appeal. This Appeals Procedure is available upon request.

## **Eligibility**

- Applicants who have attended an audition for the Three Year or One Year Acting course, can legitimately appeal their decision.
- Appeals will only be considered where it is claimed that there were irregularities in the audition/interview procedure.
- The professional judgment of the audition panel is not considered an eligible subject for appeal. Candidates are required to sign a Declaration on their application form agreeing to abide by the decision of the staff of ALRA regarding their application for entry to the school.

## **Making the appeal**

- The appeal should be made in writing by the person who signed the original application form. If the unsuccessful applicant is under 18, the appeal should be made by their parent/carer.
- Appeals should be addressed to the Registrar.
- The grounds for appeal must be clearly stated and supported where possible by supplementary evidence.
- Appeals should be post-marked within 14 days following the initial notification of failure to obtain an award, or access to written appeals procedure.
- Receipt of appeals will be acknowledged within 7-10 days.

## **How the appeal is conducted**

- Appeals are administered by the Registrar. The Registrar is the sole point of contact during the appeal process.
- If an appeal is considered eligible, ALRA will undertake a review of the candidate's application and audition process to assess whether any irregularities occurred.
- The outcome of the appeal will be handled by a senior member of staff not involved in the application/audition process.

## **The appeal outcome**

- If an appeal is upheld the candidate will be reassessed at a fresh audition.
- If an appeal is denied, no further action will be taken.
- Unsuccessful candidates will be notified in writing of the result of their appeal within 7 days of establishing the outcome.