

## DP2 Predicted Grades Appeal Process

Revised August 2022

If a student has evidence that suggests that their predicted grade is incorrect it may be appealed using the process outlined below. All appeals must be received by the indicated deadlines and are to be directed to the DP Coordinator by email ([vishwas.kulkarni@cisbeijing.com](mailto:vishwas.kulkarni@cisbeijing.com)). Students and parents/guardians are not to make appeals of predicted grades to teachers. Once a predicted grade appears on a report card, it is considered locked-down and may not be changed or appealed.

### What is a predicted grade?

According to IB, "The predicted grade is the teacher's prediction of the grade the candidate is expected to achieve in the subject, based on all the evidence of the candidate's work and the teacher's knowledge of IB standards."<sup>1</sup>

### Appeal Process

- Grade 12 DP teachers will submit their predicted grades using ManageBac on the dates as listed below, which will be visible to students and parents.
- Within the timeline indicated below, if a student or their parent/guardian wishes to appeal a predicted grade, they need to submit a written appeal to the DP Coordinator by email ([vishwas.kulkarni@cisbeijing.com](mailto:vishwas.kulkarni@cisbeijing.com)).  
For an appeal to be considered, an appeal must include the following:
  - Grade that is being appealed.
  - What you feel the predicted grade should have been.
  - Rationale for why the predicted grade is incorrect.
  - Evidence that supports the requested change of predicted grade. This may include completed course work, copies of graded work, or anything else that suggests a grade discrepancy.
- Within the timeline indicated below, all appeals submitted with evidence by the indicated deadline will be reviewed. If the appeal is not received within the indicated timeline, or does not have the required documentation, the appeal will not be reviewed and the predicted grade will stand.
- A final decision will be made by administration, in consultation with the teacher and DP Coordinator and shared with the student/parent/guardian. All decisions on appeals are final. Predicted grades that appear on printed report cards cannot be appealed.

Gr 12 DP Predicted Grades Timeline for 2022-2023 School Year		
Steps	October Transcripts*	January Report
Teachers submit predicted grades	Friday, September 23, 2022	Wednesday, December 7, 2022
Appeal of Predicted grade due to office	Monday, September 26, 2022	Friday, December 9, 2022
Final decision by Administration	Wednesday, September 28, 2022	Wednesday, December 14, 2022
Predicted grades are published on report card and/or transcript and may no longer be appealed	Wednesday, October 12, 2022	Friday, January 13, 2023

\*Mark only will be released in September. Students applying for ED1 and have been identified in early-September by the University Counsellor, will also receive a prediction in the CORE in October. January report card will include a CORE prediction for all DP2 students.

Student Name (print)

Student Signature

Advisory Class

Parent Signature

Date

<sup>1</sup> <https://www.ibo.org/university-admission/recognition-of-the-ib-diploma-by-countries-and-universities/faqs/>

