



National Center for
Professional Certification

Candidate Access to Appeals Process

If you have concerns about the assessment process or other issue, you should contact the following individuals in the order listed below:

1. Your Assessor: _____

Phone: _____

2. Your Internal Verifier: _____

Phone: _____

3. Your Center Quality Assurance Coordinator: Heidi Holland

Phone: 410.496.5632

Please sign this form and place it in the front of your portfolio behind the Portfolio Face Sheet as evidence that the appeals process has been explained to you.

Candidate Signature: _____

Date: _____

Assessor Signature: _____

Date: _____