

Technical Assistance Consultancy: Exam Appeals Policy reform

Location: *Nepal*
Apply by: *25 September 2015 (12 noon Nepal time)*
Start date: *November 2015*
End date: *March 2016*

British Council Nepal is working in partnership with the Government of Nepal on Examination Reform. We are seeking consultants, institutions or consortia on a temporary basis for technical assistance in three examination reform projects:

- Exam Grading System reform
- **Exam Appeals Policy reform**
- Development of Test Items for exams

Applicants can submit Expressions of Interest (EOI) for one, two or all of the above projects. Details of the other projects are published separately. We require one EOI for each project but if applying for more than one, please include a cover letter highlighting areas of potential overlap and benefits.

About the project

Nepal's high stakes Grade 10 School Leaving Certificate (SLC) is perceived as the "iron gate" as it is the main gateway examination at the end of compulsory education. As part of a wider School Sector Reform Plan, Nepal's Ministry of Education is planning significant changes in both the content and administration of the SLC examination. One area where parents and students have voiced dissatisfaction is with the appeals system. Recent research revealed that, at present, there is little opportunity for appeal and even when an appeal is looked at it is unlikely for the results to be changed. The purpose of this project is to support key personnel in the Ministry of Education (MoE) and Office of the Controller of Examinations to develop a more student-friendly appeals policy and further, to develop appeals committees with appropriate personnel

About the role

Scope of Services to be provided

- 1) Rapid qualitative appraisal of the current appeals policy and identification of key issues associated with the current system.
- 2) Identify and recruit personnel from MoE (including the Office of the Controller of Examinations) and other educational institutions to form an *Appeals Policy Group*.
- 3) Design and deliver training and participatory workshops for the Appeals Policy Group and facilitate the identification of key components of a new appeals policy (including the grounds for appeal, the processes of appeal and the requirements for appeals committees).
- 4) Development of appeals policy documents and dissemination to key stakeholders for comments.



- 5) Work with Appeals Policy Group to identify appropriate appeals committees and personnel.
- 6) Develop and trial training in judging appeals for committee members.
- 7) Produce a final report for key stakeholders, including the MoE, with policy, conclusions, recommendations and training documents to support further roll out

TA Deliverables

- **Inception Report** – to outline the agreed scope of work within 2 weeks of commencement.
- **Appeals Policy Group Conclusions Report** – to cover the process of reaching the conclusions on the appeals system and outline the conclusions.
- **Appeals Policy Training and workshop materials**
- **Dissemination documents and activities**
- **Appeals Committee Training documents**
- **Final Report**

Qualifications and experience required

Essential

- Experience of technical input in examination reform design processes, especially appeals policies
- Experience of team leadership in education reform projects
- Experience of project/programme design and evaluation for international donor organisations
- Masters in Assessment or relevant education / policy area

Desirable

- Experience of testing, assessment and evaluation in South Asia

How to apply

If you are interested, please send your Expression of Interest (EOI) based on guidelines below to rhona.brown@britishcouncil.org.uk with the title *EOI: Exam Appeals Policy reform*.

British Council will only contact those who meet the required standards **five** working days after the EOI submission deadline.

Successful candidates will be invited to submit a full proposal by 12 October 2015

Guidelines for EOI: Exam Appeals Policy reform

For successful EOI submissions, the information may change between the EOI and full proposal but we require indicative figures at this stage.

EOIs should be no more than 1000 words and should include the following:



- Outline and justification of approach including: types of work involved, resources utilised (including human resources), roles of international and local personnel, expectations of the British Council and their role.
- Name, title, qualifications and relevant experience of applicant; and if applying as a team, institution or consortium, an indicative team make-up, including name, title, qualifications /experience and justification for inclusion for each member.
- Anticipated number of days, including field, desk, travel etc.
- Indicative budget including human resources, team days, travel, accommodation etc.

