Date

Manager Planning and Quality

Locked Bag 103

GERALDTON WA 6531

Dear Madam/Sir

I wish to lodge an appeal under the Policy and Procedure for Conducting Student Appeals.

I am appealing against the following (tick 🗸 the box/es that apply) in the course <course name>.

|  |  |
| --- | --- |
| **Academic judgement** | **Misconduct** |
| * education and training delivery
 | * dishonest conduct in connection with any college examination, course work, assessment, test or other work including plagiarism
 |
| * assessments
 | * disorderly, unlawful or anti-social conduct on College land
 |
| * student participation and progress
 |  |
| * issuing of results and awards
 |  |

**Grounds for my appeal** *(Explain your reason/s for appeal. If you need more space attach a separate sheet of paper. Attach any relevant documents to support your appeal).*

Yours sincerely

|  |  |
| --- | --- |
| Signature |  |
| Name |  |
| Student ID |  |
| Telephone  |  |
| Email  |  |
| Postal address |  |