UNIVERSITY OF EXETER

**APPEAL FORM: Disciplinary – Non-Academic Misconduct**

Please use this form if you are making an appeal against any decision against the outcome of a minor or major disciplinary hearing. Before completing this form, students of the University and those on programmes validated by the University should ensure that they consult the University’s disciplinary procedure – non-academic misconduct. See <http://www.exeter.ac.uk/staff/policies/calendar/part1/otherregs/discipline/>

The completed form with any relevant material evidence should be sent to the Student Conduct Office (studentconductmail@exeter.ac.uk)

Please complete this form clearly. To assist completion, an electronic version is available on the following web site:

The University encourages you to seek help and advice with your appeal from the Student Guild Advice Unit see <http://www.exeterguild.org/support/advice/>

**Please note the time constraints stipulated in the appeal procedure.**

***ABOUT YOU***

|  |  |
| --- | --- |
| Name (in full) |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Student ID number: |  | Year of programme (1st, 2nd, etc) |  |

|  |  |
| --- | --- |
| College/Institution |  |

|  |  |
| --- | --- |
| Your contact address |  |

|  |  |
| --- | --- |
| Telephone no. |  |

|  |  |
| --- | --- |
| E-mail address\* |  |

\*Please note that the University corresponds with students via their email address

***ABOUT YOUR APPEAL***

Indicate with a tick in the relevant box(es) the area(s) under which your appeal is being entered

|  |  |
| --- | --- |
| An appeal against a decision taken by a Major Disciplinary Board |  |
| An appeal against a decision taken following a investigation/hearing for a minor offence |  |
| An appeal against a decision taken against violation of examination regulations |  |
| An appeal against a precautionary contract |  |

Indicate with a tick in the relevant box(es) the ground(s) of appeal (see paragraph 8.2, 10.4 and 12.4 of the appeals procedure):

|  |  |  |
| --- | --- | --- |
| a) | Evidence of procedural irregularity  |  |
| b) | Evidence of bias, or failure to reach a reasonable decision in handling the process |  |
| c) | Evidence of further material circumstances which could not reasonably have been expected to have been submitted for consideration at the time of the investigation/hearing/disciplinary board |  |
| d) | The penalty imposed is disproportionate to the offence |  |

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| --- |
| Describe here why you believe you have grounds for appeal, with reference to appropriate evidence which should be attached to this form. Please note that all relevant evidence which is to be considered must be submitted with the appeal application. The University will not gather evidence on a student's behalf.  |
|  |

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| List here any documents that you are attaching to support your appeal and explain their significance to the appeal. Please note that all relevant evidence which is to be considered must be submitted with the appeal application. The University will not gather evidence on a student's behalf. |
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|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |

Updated

July 2020