UNIVERSITY OF EXETER

**APPEAL AGAINST THE WITHDRAWAL OF PROCEDURE**

Before completing this form, students of the University and those on programmes validated by the University should ensure that they consult the University's procedures relating to student complaints (<http://www.exeter.ac.uk/staff/policies/calendar/part1/otherregs/complaints/>) and/or academic appeals (<http://www.exeter.ac.uk/staff/policies/calendar/part1/otherregs/appeals/>

You may appeal the University’s decision to withdraw your access to the complaints or academic appeals procedure or to staff connected with your complaint/academic appeal. The completed form with any relevant attachments should be sent to the Student Cases Office (studentcases@exeter.ac.uk), Compliance, Governance and Risk, The University of Exeter, Lafrowda House, St German’s Road, Exeter, EX4 6TL.

Please note the time constraints stipulated in the complaints procedure.

**This form must be submitted within 10 working days of the date of withdrawal of your access to the complaints procedure or staff connected with your complaint.**

Please complete this form clearly.

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/> or for students based at the Penryn Campus the FXU Advice Service <http://fxu.org.uk/content/746643>

***ABOUT YOU***

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

|  |  |  |  |
| --- | --- | --- | --- |
| Student ID no: |  |  Year of programme (1st, 2nd, etc) |  |

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

|  |  |
| --- | --- |
| Programme of study |  |

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

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

|  |  |
| --- | --- |
| E-mail address |  |

***ABOUT YOUR APPEAL***

Indicate with a tick in the relevant box(es) the ground(s) of appeal (see para 2.14 of the procedure):

|  |  |  |
| --- | --- | --- |
| (a) | Evidence of procedural irregularities  |  |
| (b) | Evidence of bias  |  |
| (c) | Decision reached is one that no reasonable body (properly directing itself and taking into account all relevant factors) could have arrived at |  |

*Continued overleaf*

|  |
| --- |
| *Describe here why you believe you have grounds for appeal, providing specific evidence with reference to a) b) or c) as ticked* |
|  |

|  |
| --- |
| *List here any documents that you are attaching to support your appeal and explain their significance to the appeal. You should ensure that all relevant evidence which you wish to be considered is submitted with your application.* |
|  |

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| --- | --- | --- | --- |
| Signed |  | Date |  |

July 2019