



Formal Appeal Form

Note: This form is to be used for the formal appeal process only.

Type of Appeal: Academic _____ Disciplinary _____

Student Name: _____ Student Number: _____

Mailing Address: _____

Telephone #: _____ Email: _____

Program Name: _____

YOU MUST INCLUDE:

- Completed/signed Formal Appeal form with appropriate supporting documentation/material
- A letter to the Chair of the Appeals Committee (c/o Registrar) detailing, in full, the nature of the appeal and relief being sought

Note: Upon receipt of the formal appeal, the Committee may take any of the following steps:

- a) Indicate to the student that all avenues have not been exhausted and request that every step of the Initial Appeal process be satisfied
- b) Request further information from the student and/or others involved in the case
- c) Grant a hearing, at which time the student and others involved may be asked to appear before the committee

If an appeal hearing is granted, you have the right to have a spokesperson accompany you.

Student Signature

Date

Completed appeals packages are to be forwarded to the Chair of the UCN Appeals Committee.