



University College of the North

### Student Appeal - Retroactive Withdrawal Decisions LEVEL III: APPEAL BOARD RESOLUTION

To receive consideration, all Student Appeals:

- Must be filed by the student within five (5) working days of receipt of the Senior Administrator decision being rendered; and
- Must be submitted in writing (not email) to the Registrar; and
- Must be accompanied by this form and written submission which must include:
  - ✓ The facts that establish the grounds for a final stage appeal; and
  - ✓ The outcome(s) sought; and
  - ✓ All supporting documentation.

<b>Student Name:</b>	<b>Student ID Number:</b>
<b>Address:</b>	<b>Phone:</b>
<b>Email:</b>	<b>Policy being appealed:</b>
<b>Student Signature:</b>	<b>Date:</b>

ABOVE SECTION TO BE COMPLETED BY THE STUDENT AND FORM TO BE PROVIDED TO THE REGISTRAR

**Decision: Initial Decision Upheld:**

- Yes
- No
- Appeal Withdrawn – Student’s signature: \_\_\_\_\_

**Rationale for Decision:** \_\_\_\_\_

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<b>Signature of Appeal Board Chair/designate:</b>	<b>Date:</b>
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The Registrar is to provide a copy of the signed form to the student and a copy for the student file.