Southern Cross University

STUDENT ACADEMIC APPEAL FORM

STUDENT DETAILS (please print)

Name		Student ID	
Name of Unit			
Name of Course			

Preferred Phone	
Preferred Email	
Postal Address	

DECISION BEING APPEALED (please see table at the end of this form for the decisions which can be appealed and the relevant Rule)

Decision	
Date of Decision	
Relevant Rule	

GROUNDS OF APPEAL (please see the relevant Rule for the grounds on which you can appeal the decision)

DETAILS OF STEPS ALREADY TAKEN TO HAVE THE DECISION REVIEWED AS REQUIRED BY THE RELEVANT RULE (please include name and position of person, date review sought, outcome of review, date of notification of outcome)

(Please attach a separate document if you need more space)

ADDITIONAL INFORMATION

Signed:

Date:

Please attach any relevant information. This may include:

- medical certificates
- copies of relevant correspondence between you and University staff

Lodge this Form with the Secretary, Academic Board Appeals Committee by either:

Sending to:

Secretary of Academic Board Appeals Committee
Governance Services
Southern Cross University
PO Box 157
LISMORE NSW 2480
AUSTRALIA; or

Emailing to:

governance.services@scu.edu.au

DECISIONS WHICH CAN BE APPEALED TO THE ACADEMIC BOARD APPEALS COMMITTEE

The following table sets out the decisions which can be appealed to the Academic Board Appeals Committee and the relevant Rule:

Decision	Rule
Coursework Awards	
Exclusion	Rule 2, Section 10, clause 120
Final Grade	Rule 3, Section 16, clause 97
Honours Awards	
Class of Honours	Rule 5, Section 6, clause 13
Discontinuation of Enrolment	Rule 5, Section 7, clause 15
Decision to Refuse Readmission after Enrolment is Discontinued	Rule 5, Section 8, clause 20
Masters by Thesis Award	
Review of Progress Reports of Assessment of Completion of Confirmation Period	Rule 7, Section 2, clause 73
Decision not to Submit Thesis	Rule 7, Section 2, clause 77
Additional Examination Requirements and Failure of Admission to the Degree	Rule 7, Section 2, clause 82
Termination of Enrolment due to Exceeding Maximum Tenure	Rule 7, Section 2, Clause 86
Decision to Refuse Readmission after Termination of Enrolment	Rule 7, Section 2, Clause 87
Termination of Enrolment due to Inability to Identify Replacement Supervisor or other Reasonable Grounds	Rule 7, Section 2, Clause 88
Professional Doctorate Awards	
Decisions relating to Coursework Units	Rule 8, Section 2, clause 69 Rule 3, Section 16, clause 97
Review of Progress Report or Assessment of Completion of Confirmation Period	Rule 8, Section 2, clause 74
Decision not to Submit Thesis	Rule 8, Section 2, clause 78
Additional Examination Requirements and Failure of Admission to the Degree	Rule 8, Section 2, clause 83
Termination of Enrolment due to Exceeding Maximum Tenure	Rule 8, Section 2, clause 87
Decision to Refuse Readmission after Termination of Enrolment	Rule 8, Section 2, clause 88
Termination of Enrolment due to Inability to Identify Replacement Supervisor or other Reasonable Grounds	Rule 8, Section 2, Clause 89

Decision	Rule
Doctor of Philosophy	
Review of Progress Report or Assessment of Completion of Confirmation Period	Rule 9, Section 2, clause 74
Decision not to Submit Thesis	Rule 9, Section 2, clause 77
Additional Examination Requirements and Failure of Admission to the Degree	Rule 9, Section 2, clause 83
Termination of Enrolment due to Exceeding Maximum Tenure	Rule 9, Section 2, Clause 87
Decision to Refuse Readmission after Termination of Enrolment	Rule 8, Section 2, Clause 87
Termination of Enrolment due to Inability to Identify Replacement Supervisor or other Reasonable Grounds	Rule 8, Section 2, Clause 88