



## STAGE 3: Internal Appeal Form - Pre-Masters Program

Use this form if you want to appeal a decision made in Stage 2: Formal Review Process or any decision or outcome arising from student misconduct. Email this form AND your supporting evidence (must be in English) to [complaints@unswcollege.edu.au](mailto:complaints@unswcollege.edu.au)

The application must cite grounds for the appeal and provide supporting evidence. Grounds for an appeal include lack of procedural fairness or inconsistent application of UNSW College policy or procedure.

Please review the Complaints & Appeals Policy here: <https://www.unswcollege.edu.au/about/policies>

|   |                           |
|---|---------------------------|
| <b>Full Name:</b>   |                           |
| <b>Student ID Number:</b>   |                           |
| <b>Course or Program:</b>   |                           |
| <b>Date (dd/mm/yyyy):</b>   |                           |
| <b>What date did you receive your Stage 2 Outcome?</b>  |                           |
| <b>Basis of Appeal:</b><br><br><i>Remember: appeals may be made on the grounds of procedural fairness only. You should review the Complaints and Appeals Policy before submitting this form:</i><br><br><a href="https://www.unswcollege.edu.au/about/policies">https://www.unswcollege.edu.au/about/policies</a> |                           |
| <b>Attached Documents:</b><br><br><i>If you have documents that may be relevant, such as emails and letters about the complaint, attach them and list them here.</i>  |                           |
| <b>Student Signature:</b>   | <b>Date (dd/mm/yyyy):</b> |
| <b>Received by:</b>   | <b>Date (dd/mm/yyyy):</b> |