



STUDENT APPEAL FORM

This form is for students who wish to appeal a formal decision made on the following:

1. Formal complaint
2. Special circumstances
3. Academic misconduct
4. Grade and progress

STUDENT DETAILS

First Name: _____ Last Name: _____
 Student ID: _____ Current Course: _____
 Starting Date: _____

TYPE OF APPEAL

- | | |
|--|--|
| <input type="checkbox"/> Formal complaint | <input type="checkbox"/> Course progress |
| <input type="checkbox"/> Assessment | <input type="checkbox"/> Decision on special circumstances |
| <input type="checkbox"/> Quality of course delivered | <input type="checkbox"/> Other (please specify): |

Other (please specify):

DETAILS OF APPEAL

Please provide evidence supporting your complaint and clearly outline how the policies and procedures have not been followed by ihBC.

Evidence provided:

- Email
- Record of conversations
- Statutory declarations
- Other (please attach and justify):

DECLARATION

- I declare to the best of my knowledge that the information supplied on this form is true and accurate.
- I have read and understand the student complaint and appeal policy.
- I have provided all documentation to support my appeal.

Signature: _____ Date: _____