



## Student Appeal Form

Completing this form is the first step in the formal appeal process. Before proceeding with an appeal, please ensure you've reviewed [Policy 2000-1-13 Student Appeals](#). This policy outlines important details regarding the appeal process.

As the policies describes, the formal appeal process will only proceed if pre-appeal and informal appeals have been completed.

**Deadline:** This form must be submitted within five business days of the decision being communicated to you.

*☐ I acknowledge, by completing this form, that I have read and understand the student appeal policy.*

Student Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

Address: \_\_\_\_\_ Student Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Program: \_\_\_\_\_

### Nature of Appeal

- ☐ Academic Evaluation
- ☐ Academic Integrity Sanction
- ☐ Non-academic Misconduct Sanction
- ☐ Admissions Decisions
- ☐ Prior Learning Assessment & Recognition
- ☐ Denial of a Request for Academic Consideration



☐ Academic Accommodation for Students with Disabilities

☐ Co-op eligibility

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please attach a detailed letter including the following information:

- A statement as to what precisely is being appealed
- The reason(s) for the appeal
- The remedy sought
- Any additional supporting documentation

Please submit the completed form and the supporting letter to the [Associate Vice President of Student Success](#). Incomplete forms will not be considered.