

FR5.3

Appeal Form

This form is to be used if a student wishes to appeal under Open Colleges' (OC) Complaint & Appeal Policy (P05.2) against a decision made by OC. Students must ensure they have read and understood the policy in advance of submitting this form, including the grounds for seeking a review of the decision.

Please use Form FR4.1 for appeals against assessment decisions.

STUDENT DETAILS

Name:

Enrolment Number:

Course:

Email:

Phone:

APPEAL DETAILS

Please provide a detailed outline of the grounds for your appeal of a decision made by OC. You should provide any relevant documentation to support your appeal.

DETAILS OF APPEAL

DESIRED OUTCOME SOUGHT

OC will endeavour to investigate and provide an outcome within 20 business days.

DECLARATION

I declare that the information I have provided is correct and complete.

Signature:

Date:

Please return to the Student Resolutions team via email to complaintappeals@opencolleges.edu.au