Academic Appeals Procedure Flowchart

**ACTIONS**

1. **NOTIFICATION**
   - Student receives notification of an academic decision (an applicable decision)
   - Appeal?

2. **RESPONSIBILITY**
   - End

3. **RESOURCES**
   - Chair of the Academic Appeals Panel appointed

4. **REVIEW APPEAL APPLICATION**
   - Appeal application reviewed
   - Chair of the Academic Appeals Panel & Registrar

5. **DECISION**
   - Chair of Academic Appeals Panel
   - End

6. **APPEAL**
   - Academic Appeals Panel Terms of Reference
   - Chair of the Academic Appeals Panel appointed
   - The student must be given a reasonable opportunity to provide any relevant written material and a written submission to the Academic Appeals Panel. The student may be given the opportunity to address the Panel if appropriate.

7. **CONSIDER APPEAL**
   - Applicable decision is affirmed
   - Academic Appeals Panel
   - Chair, Academic Appeals Panel
   - End

8. **NOTIFICATION**
   - Chair of Academic Appeals Panel
   - End

9. **Upheld**
   - Chair of Academic Appeals Panel
   - End

10. **Dismissed**
    - Chair of Academic Appeals Panel
    - End

Academic Appeals Procedure APPROVED: 24 May 2022 (AS 22/39)
Effective Date: 25 July 2022

Additional details:
- Compliments Resolution Policy for Students and Members of the Public
- NSW Ombudsman
- Correspondence templates

Academic Appeals Procedure

- For students
- For members of the public
- For external reviews

Student receives notification of an academic decision (an applicable decision)

Seek resolution with relevant faculty or business unit

End