

OFFICE USE ONLY

5 - ADMINISTRATIVE OFFICER

The attendance has been recalculated and the attendance is _____%.

Comments

Administrative name

Administrative's signature

Date (dd/mm/yyyy)

6 - APPEAL OUTCOME (TWO APPEAL COMMITTEE MEMBERS TO COMPLETE)

Successful

Unsuccessful for the following reasons:

1. Committee member's name

Committee member's signature

Date (dd/mm/yyyy)

2. Committee member's name

Committee member's signature

Date (dd/mm/yyyy)

7 - THE COLLEGE STUDENT SUCCESS TEAM

Was the appeal successful?

Yes

No

Appeal outcome letter sent to student?

Yes

No

Notify Executive Governance Officer - ESOS & GIPA

Yes

No

Comments

Staff name

Staff signature

Date (dd/mm/yyyy)