

**APPEAL AGAINST DECISION TO TERMINATE FROM COURSE  
(NOT ACHIEVING SATISFACTORY COURSE PROGRESS)**

STUDENT NAME: \_\_\_\_\_ STUDENT ID: \_\_\_\_\_

COURSE FROM WHICH TERMINATED: \_\_\_\_\_ COURSE CODE: \_\_\_\_\_

STUDY PERIOD TERMINATED: \_\_\_\_\_

**ACADEMIC HISTORY:**

Please complete the table below (record number of units enrolled, passed and failed for each separate study period you have been enrolled in).

Study Period	No of Units Enrolled	No of Units Passed	No of Units Failed	SWA (Office Use Only)

HAVE YOU BEEN ON CONDITIONAL STATUS PREVIOUSLY? \_\_\_\_\_

IF SO, ON HOW MANY OCCASIONS AND IN WHICH STUDY PERIODS? \_\_\_\_\_

What steps did you take to improve your academic performance after being placed on Conditional status? Provide evidence of what you have done, for example attended workshops or counselling in the space provided below.

If you cannot show that you have taken appropriate and adequate steps to resolve or deal with issues affecting your performance, or you have not undertaken specific actions expected or required as a consequence of a previous placement on Conditional status, this will be taken into account when assessing your appeal.

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Please attach full reasons for requesting a review of the decision to terminate you from the course as a separate document. Make sure you include your full name and Student ID on the document.

This form and your accompanying statement must be submitted to the Examinations Office, Building 101, Bentley Campus as soon as possible. It MUST be lodged no later than 20 working days (i.e. 28 calendar days) from the date of the Official Communication advising you of your course termination.

_____ SIGNATURE	_____ DATE
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