Sydney International Academy Pty. Ltd t/a Australian Centre of English Level 2, Hyde Park Plaza Hotel, 38 College Street, Darlinghurst, NSW 2010; PO Box 41 Darlinghurst, NSW 1300 Tel: +61(0)2 8959 2717 Email: admin@ace.nsw.edu.au www.ace.nsw.edu.au



ABN: 17 121 012 940: CRICOS Provider Code: 02871C

STUDENT APPEALS FORM

PERSONAL DETAILS								
Student Number:			Title:	🛛 Mr 🗆 Mrs 🗆 Miss 🗆 Ms				
Given Name:								
Family Name:								
Email Address:								
Phone:								
Current Address:								
APPEAL DETAILS								
(Please place a tick 🗖 next to your appeal below)								
Academic Misconduct		Notice of intention to report DIBP						
Assessment outcome		Notice of Intention to Cancel						
Attendance records		Course withdrawal						
Course fees		🛛 Other						

APPEAL SUMMARY

(Please outline the reasons for your appeal and attach any evidence to support your appeal.)

STUDENT ACKNOWLEDGEMENT						
I certify that the information provided is true and correct to the best of my knowledge.						
Signature	Date					

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PRIVACY NOTICE

The information provided on this form will be sued exclusively to resolve your appeal. None of the information you provide on this form will be discussed to anyone outside of the college without your permission, unless we are required to do so by law.

OUTCOME OF THE APPEAL

I	

OFFICE USE ONLY							
Receiving staff member:			Date:				
Appeal outcome:	Successful Unsuccessful						
I confirm all required action/s are completed and student informed of the outcome: Yes No							
Officer's name:			Date:				
Signature			Scanned & Filed: : 🛛 Yes 🗆 No				