

Academic Progress Appeal – Student Response Form

PLEASE READ THIS SECTION BEFORE COMPLETING THIS FORM

The Board of Examiners has reassessed your academic progress following your opportunity to show cause and has confirmed your exclusion from Deakin College for 12 months.

Under the *Academic Progress Policy*, you have an opportunity to appeal the Board of Examiners' decision to exclude you from Deakin College.

If you wish to appeal, please complete this form and return by:

- i. By email: dcoll-appeals@deakin.edu.au by no later than 5pm on Friday 6 December 2019; or
- ii. Deliver to Deakin College Reception by no later than 5pm on Friday 6 December 2019.

You will be advised of the outcome by email to your Deakin College account and by post.

Students are advised to refer to the Academic Progress Policy (https://www.deakincollege.edu.au/policies-procedures) for further information on the exclusion and appeal process.

For students on an overseas student visa, your exclusion will result in Deakin College reporting to the Department of Education and Training and the Department of Home Affairs (Immigration) of your failure to achieve satisfactory course progress which may impact on your student visa.

Student ID:	
Family Name:	
Given Names:	
Course:	
Campus:	

Personal Email Address and Addresses*:

Please make sure you have the correct personal email address, correspondence address and local (trimester) address in Student Portal.

To check and update your personal email address, correspondence address and local (trimester) address, please log on to the Student Portal and go to Account Administration → Update my Profile → Contact Detail, edit and save.

 \square My personal email address, correspondence and local (trimester) addresses in Student Portal are correct and up to date. I will also update them if there is any change in the future.

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^{*}All correspondence and outcomes will be posted to you at this address and sent electronically to your Deakin College email address and personal email address.



WHY YOUR ARE APPEALING THE DECISION OF THE BOARD OF EXAMINERS?

Please provide details of any reason(s) why you are you from Deakin College for a period of 12 months.			exclude
support your appeal reason(s).			
STUDENT DECLARATION			
I declare that I have read and understand the Acad	demic Progi	ress Policy.	
I declare that I have provided true and correct info Where I have provided documents in support of my documents directly from the originating source.			
I agree to advise Deakin College of any changes to	my contac	t details.	
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Student Name:			
Student ID:	-		
Student Signature:		Date:	