REQUEST FOR FORMAL APPEAL

Faculty of Physical Education and Recreation
Student Services
Room 3-134 Van Vliet Complex, University Hall
Edmonton, Alberta, Canada T6G 2H9
Tel: 780-492-5604 Fax: 780-492-6548

TO BE COMPLETED BY THE STUDENT PRIOR TO THE INITIATION OF THE FORMAL APPEAL PROCEDURE

The Request for an Appeal must be received by the Chairperson of the Faculty of Physical Education and Recreation Appeals Board within ten (10) working days of deemed delivery of the written decision by the Associate Dean (Undergraduate Programs).

Name: _____ Student ID#: _____ Email: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Phone (alternate): _____

1. Please accept this as my appeal arising from the following Faculty decision:

2. My grounds for appeal are as follows (additional pages or supporting documentation may be attached; ALL known grounds must be listed and explained):

3. The following outlines the initial procedures I undertook to resolve the issue(s) prior to submitting this Formal Appeal:

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4. I am requesting that I be granted the following relief (if alternative forms of relief are requested, list them in order of preference):

5. At my appeal hearing, I intend to:
(Check all that are relevant at the time of submitting this request.)

☐ Be accompanied by an advisor. Name: _____

☐ Call a witness or witnesses to give evidence. How many? _____

(Please attach list of names)

☐ Make an oral statement.

☐ Have my advisor make an oral statement.

The student will have an opportunity to invite advisors or name different witnesses from those named above provided reasonable notice is given.

UNLESS OTHERWISE AGREED TO BY THE APPEALS COMMITTEE, any and all documentation in support of the appeal must be submitted with this Academic Appeal Form.

Dated: _____ Signature: _____
Student

Printed Name: _____
Student