



# Academic Appeal Student Letter Template

Date: \_\_\_\_\_

Manager Planning and Business Services  
South Regional TAFE  
PO BOX 1224  
BUNBURY WA 6321

Dear Madam/Sir,

I wish to lodge an appeal under the Policy and Procedure for conducting Student Appeals.

I am appealing against the following (tick ✓ the box/es that apply) in the course:

\_\_\_\_\_ (Course Name)

Academic judgement	Misconduct
<input type="checkbox"/> Education and training delivery	<input type="checkbox"/> Dishonest conduct in connection with any college examination, course work, assessment, test or other work including plagiarism
<input type="checkbox"/> Assessments	<input type="checkbox"/> Disorderly, unlawful or antisocial conduct on college land
<input type="checkbox"/> Student participation and progress	
<input type="checkbox"/> Issuing of results and qualifications	

**Grounds for my appeal** (*Explain your reason/s for appeal. If you need more space attach a separate sheet of paper. Attach any relevant documents to support your appeal.*)

Yours sincerely,

Signature	
Name	
Student ID	
Telephone	
Email	
Postal address	