

Please ensure that you have read and understood Site Institute's [Appeals](#) policy before completing and submitting this application, which can be submitted in person to Level 2, 488 Queen Street, Brisbane, or by email to [international@si.edu.au](mailto:international@si.edu.au)

**+ STUDENT DETAILS**

Family name			
Given name		Student ID	
Course			

**+ NATURE OF APPEAL**

<input type="checkbox"/> Academic misconduct	<input type="checkbox"/> Cancellation of enrolment
<input type="checkbox"/> General misbehaviour	<input type="checkbox"/> Refund request
<input type="checkbox"/> Release for transfer	<input type="checkbox"/> Suspension of enrolment

**+ SUMMARY OF APPEAL**

Please provide a summary of your appeal with supporting evidence as applicable

**+ STUDENT DECLARATION**

I declare that the information provided on this application is true and complete and that it is my responsibility to provide all necessary documentation to support my request. I have read, understood and agree to Site Institute's [Appeals](#) policy. I understand that I must remain enrolled and attend all classes as normal until the appeal process is complete.

Signature		Date	
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**+ DECISION PROCESS**

Your application will be considered, and you will be issued with an email within five working days, either approving or refusing your appeal.

**+ OFFICE USE ONLY**

Received by (Staff Name):			Date:
<b>OUTCOME</b>	<input type="checkbox"/> Successful	<input type="checkbox"/> Not successful	
Reason, if not successful			
Appeal logged on complaints register	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:
Student advised of outcomes and external options	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:
AXcelerate updated, if applicable	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:
Form scanned to student digital file	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:
Financial department notified, if applicable			
Signature:			Date: