Received Student Administration:

Application to Decision Review Committee (Exclusions) to appeal against Academic Exclusion

This form must be lodged at Bond College (FAX: +61 7 5595 2696) by 4pm Monday June 3, 2013 . Late applications will not be considered.

You must complete all three sections. Provide a full and complete statement of reasons for your re-enrolment (section 3). Supporting documentary evidence, such as medical certificates, should accompany your appeal (these documents must be in English).

1. STUDENT DETAILS

STUDENT NUMBER _____ FAMILY/SURNAME _____ GIVEN NAMES _____

ADDRESS: .....

POSTCODE: ..... CONTACT TELEPHONE (Business Hours): .....

EMAIL .....

2. PROGRAM DETAILS

YOUR MOST RECENTLY ENROLLED PROGRAM

DEGREE CODE - DEGREE

The program from which you have been excluded

A. WHICH PROGRAM ARE YOU SEEKING PERMISSION TO RE-ENROL IN? PREFERENCE 1:

DEGREE CODE - DEGREE

PROPOSED SUBJECT ENROLMENT

Subject Code		*Subject Title*
	-	
	-	
	-	
	-	

Have you discussed this request with the Administration Manager in Bond College? YES NO (please circle one)

B. OPTIONAL PREFERENCE - WHICH PROGRAM ARE YOU SEEKING PERMISSION TO RE-ENROL IN? PREFERENCE 2:

eg. BN BCM HN ECON FINC

DEGREE CODE - DEGREE

PROPOSED SUBJECT ENROLMENT

Subject Code		*Subject Title*
	-	
	-	
	-	
	-	

Have you discussed this request with the Administration Manager in Bond College? YES NO (please circle one)

11. STUDENT'S SIGNATURE: ..... Date: .....

STUDENT NUMBER

FAMILY/SURNAME

GIVEN NAMES

3. STATEMENT IN SUPPORT OF APPEAL

- You should attach a written appeal outlining the circumstances that have contributed to your poor academic performance
- In this statement you should also detail how you will cope with future study and what strategies you will undertake to ensure your success
- Any supporting documentation such as medical certificates, legal documents etc must be submitted in English.
- Documents must be submitted on official letterhead and should be certified as true copies

IF YOU WISH TO APPEAR BEFORE THE EXCLUSIONS PANEL YOU MUST MAKE AN APPOINTMENT WITH THE ADMINISTRATION MANAGER, BOND COLLEGE BY 4PM MONDAY, JUNE 3, 2013. PLEASE BE AWARE THAT SUBMITTING AN APPEAL DOES NOT GRANT AN INTERVIEW – YOU MUST MAKE AN APPOINTMENT. THE PANEL WILL CONVENE AT 2PM ON WEDNESDAY JUNE 5, 2013.

When appearing before the Panel be aware that all members have read your appeal.

You should be prepared to answer questions from the Panel, for example

- outline any arrangements you have made to overcome the difficulties you faced this semester such as counselling, tutoring etc. Provide the names of doctors, psychiatrists etc and a clear explanation of what arrangements have been put in place.
- what are your career aspirations?
- do you have suitable accommodation that provides a good study environment?
- if living off campus what arrangements do you have in place for getting to and from the university?
- do you have the support of family and friends?
- have you considered taking a break from your study?

Student Declaration: *The information I have provided is true and correct. I understand and agree that if I am permitted to continue enrolment at the University, I must abide by the conditions outlined by the Bond University Decisions Review Committee (Exclusions)*

STUDENT'S SIGNATURE: .....Date: .....