

## Student External Appeals Form

(Students who wish to lodge Complaints/Suggestions, fill this form and submit to Education Access Australia)

### Personal Details

Student Name:		Student Id:	
Course		Batch No:	
Related to Academic	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Nature of the appeal		
Justify your reason for disagree with the internal Appeal's decision? (attach any supporting document if relevant)		
	Student Signature:	Date:

# Student External Appeals Form



## Office Use only

Received By:		Received Date:	
Date of External appeal convened			
External Body Involved			
Education Access Australia's Staff members who participated the appeals meeting	Staff Name:	Position:	
	Staff Name:	Position:	
Date of External appeal's report received			
Action to be taken as a result of the External appeals' decision or feedback (Filled by Manager Student administration)			
	Signature:	Date:	
Remarks of CEO			
	Signature	Date:	
Actions by the College			

Is the outcome communicated back to the student?  Yes  No  
 (If this a complaint, mention about the student rights to appeal against the decision and attaché the internal appeal's form together with the outcome and send to the student)

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