# APPEAL FORM: Discipline (Non-academic, Community or Halls)

Name:

Student Number: 100

Term address:

Department & year:

Contact details:

## Grounds for Appeal: (see below or [www.rhul.ac.uk/ecampus/onlinestudenthandbook.aspx](http://www.rhul.ac.uk/ecampus/onlinestudenthandbook.aspx))

Other Relevant Information:

*Use additional sheets to give further details if required. Annotate each additional sheet with your name.*

Notes:

1. *The appeal may only be on one or more of the following grounds:*
	1. *That the finding was against the weight of the evidence;*
	2. *That the penalty is too severe or is otherwise inappropriate;*
	3. *That the process was not in accordance with the principles and procedures set out in College regulations, or was contrary to natural justice;*
	4. *That fresh evidence can be presented, which was not available and could not reasonably have been made available to the original discipline officer*.
2. *An appeal against a sanction must be submitted on the appropriate form to the appropriate officer within five working days of the imposition of the disciplinary measure. The Named Officer (or nominee) will decide whether the appeal should be allowed under any of the grounds a-d above and, if so, will instruct the Secretary of the Student Misconduct Appeal Panel to convene a panel.*
3. *The offer or panel hearing the appeal may maintain, increase, or decrease the sanction.*
4. *If an appeal is not allowed a Completion of Procedures letter will be issued.*