

PART J: APPEALS

J1 College appeal process

Students given a penalty in relation to non-academic matters may appeal against the penalty in writing to the Dean and the Principal, the latter having overall responsibility for the discipline of students. Those dissatisfied with the Principal's ruling may make a further appeal to the Conference of Colleges' Appeal Tribunal.

The outcome of an Academic or Behaviour-Related Disciplinary Panel is a final decision of the Principal and Governing Body, and therefore a student wishing to appeal should approach the Conference of Colleges Appeal Tribunal.

J2 Conference of Colleges Appeal Tribunal (CCAT)

A student may appeal a decision of Governing Body to send him or her down by filing a written application to the Conference of Colleges Appeal Tribunal (CCAT) not more than five days after being notified of the decision. The application should include a copy of the decision being challenged, a brief statement of the facts and of the arguments on which the application is based, your request for a remedy, where applicable an application for a stay of the effects of the decision being challenged or for any other preliminary relief of an urgent nature, and your contact details. This will be acknowledged by the CCAT Secretariat.

CCAT will then organise a Panel to review the case; no members of the Panel will have any direct connection with the College. The Panel will normally convene a hearing within 14 days from receipt of the application but this will depend on the circumstances of each case. The student and the College may be represented by a third party (including, at the Panel's discretion, by Counsel and/or a solicitor). The hearing will be normally be in public and a decision will normally be made within seven days of the hearing of the appeal. Full procedures can be obtained from <http://is.gd/QgpAcJ>.

J3 Office of the Independent Adjudicator for Higher Education

Under the Higher Education Act 2004, certain complaints which the student concerned considers have not been properly dealt with by the College and the CCAT may be pursued with the Office of the Independent Adjudicator for Higher Education. Please see www.oiahe.org.uk for full details.