Request for an Appeal Hearing with the Senate Governance Committee

TYPE OF APPEAL (select one)

☐ Appeal of the final grade appeal process

Students may appeal the decision of the Final Grade Appeal Committee only on the basis of alleged unfairness or bias in the process of the Final Grade Appeal, as stipulated in the Final Grade Appeal (217) Policy.

☐ Appeal of the student academic misconduct determination

Students may appeal the Dean or designate's decision within ten business days of receiving the decision, if they can provide evidence of procedural bias or unfairness, or if the assigned penalty falls under 7.4 (in the procedures for Student Academic Misconduct (70) Policy).

☐ Appeal of the suspension or expulsion determination

Students may appeal determinations of a suspension or expulsion, as stipulated in the Safe Student Learning Community (204) Policy.

In the case of an appeal of the Final Grade Appeal process, Student Academic Misconduct determination, or Suspension or Expulsion determination, please file the appeal with the Office of the Registrar.

YOUR INFORMATION

Date:		Student number:	
Student's name:		UFV email address:	
Cell phone:		Work phone:	
Signature:			

COLLECTION NOTICE

Your personal information is collected under the authority of section 26(c) & 26(e) of the Freedom of Information and Protection of Privacy Act (FIPPA). The Senate Governance Committee will use this information for the sole purpose of adjudicating your appeal. If you

have any questions about the collection and use of this information, contact the Student Rights and Responsibilities Office (SSRO) SRRO@ufv.ca.

PROVIDE SUMMARY OF ARGUMENTS & EVIDENCE

Briefly summarize the arguments and evidence which you will present at the appeal hearing, ensuring that they support your claim. Please be as specific as possible.

Attach supporting documents. As the documents from the original case will be provided to the committee, you do not need to reattach that information.

Include the reasons in your summary as follows:

A. In the case of an **appeal of the final grade appeal process**, give the reason you believe the decision in your case was affected by bias and/or unfair process.

B. In the case of an **appeal of a student academic misconduct determination**, give the reason you believe the decision in your case was affected by procedural bias or unfairness; or, give the reason you are appealing the assigned penalty.

C. In the case of an **appeal of a suspension or expulsion determination**, please select the reason(s) for your appeal:

- ☐ this decision was affected by procedural unfairness or bias in the investigative process that is material to the decision;
- ☐ new information has become available that was not available at the time of the initial investigation and this information could reasonably alter the final decision; and/or
- ☐ you are able to demonstrate that the final decision is excessive, unreasonable or unfair.

Your summary:

WITNESSES

Will you call witnesses at the appeal hearing? ☐ Yes ☐ No

If 'Yes', list all witnesses you will call at the appeal hearing, including addresses, telephone numbers and email addresses (if available).

#1	Name:		
Residential address:			
Email:		Telephone:	
#2	Name:		
Residential address:			
Email:		Telephone:	
#3	Name:		
Residential address:			
Email:		Telephone:	
#4	Name:		
Residential address:			
Email:		Telephone:	

INTERPRETER

Will you be using a certified interpreter at the appeal hearing? ☐ Yes ☐ No

If 'Yes', please note that proof of certification will be required.

SUPPORT PERSON

Will you have a support person at the appeal hearing? ☐ Yes ☐ No

If 'Yes' please complete the following:

Name of support person:	
Residential address:	

Email:		Telephone:	

NOTE

- Your support person cannot be a witness and cannot speak on your behalf.
- Legal counsel is not permitted.
- No additional arguments or evidence may be added after the hearing has begun and all evidence must be available to all parties for a reasonable length of time before the hearing.
- The decision of the Senate Governance Committee is final and will be sent to your UFV email address.