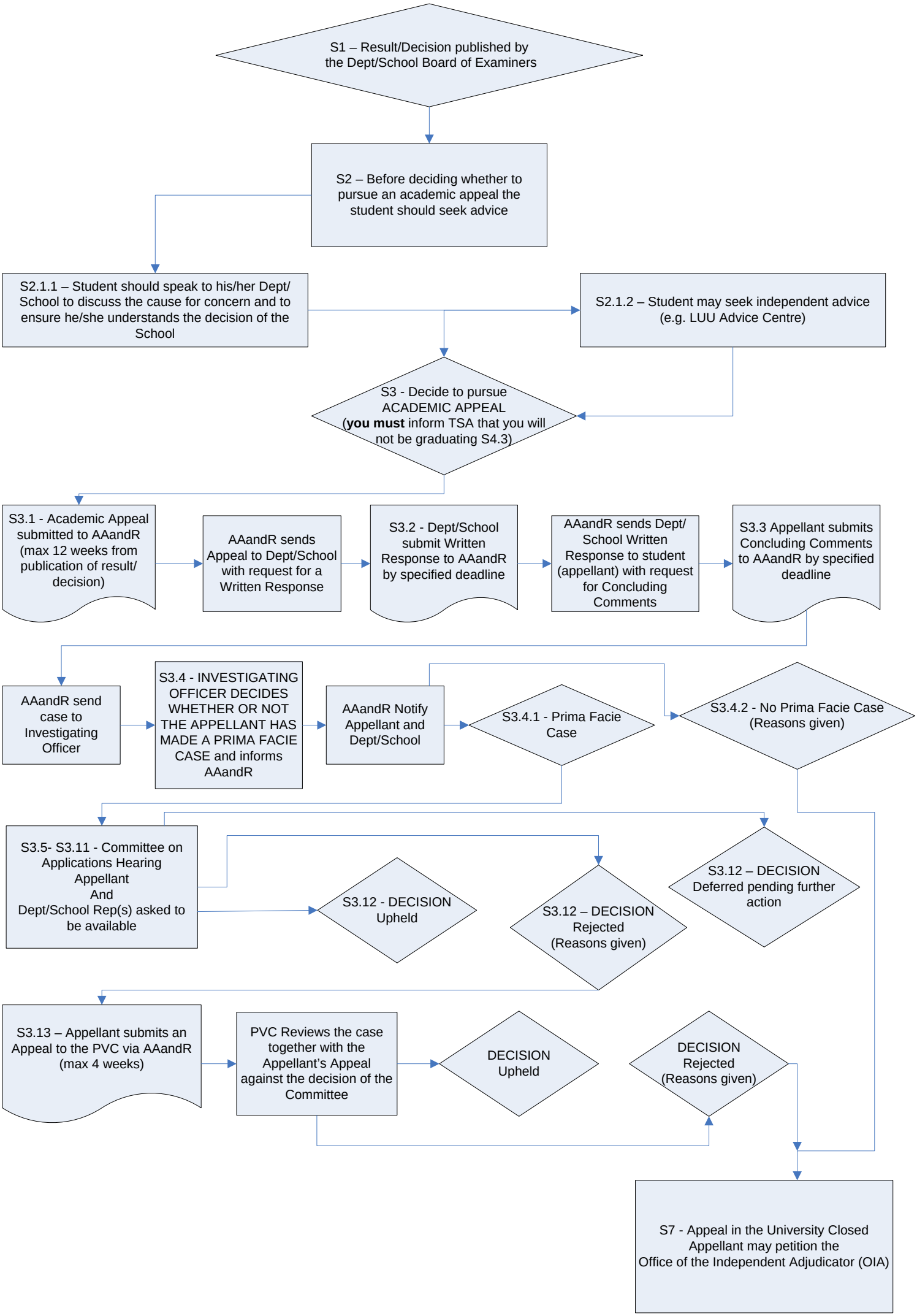
S1 – Result/Decision published by the Dept/School Board of Examiners
S2 – Before deciding whether to pursue an academic appeal the student should seek advice
S2.1.1 – Student should speak to his/her Dept/ School to discuss the cause for concern and to ensure he/she understands the decision of the School
S2.1.2 – Student may seek independent advice (e.g. LUU Advice Centre)
S3 - Decide to pursue ACADEMIC APPEAL (you must inform TSA that you will not be graduating S4.3)
S3.1 - Academic Appeal submitted to AAandR (max 12 weeks from publication of result/ decision)
AAandR sends Appeal to Dept/School with request for a Written Response
S3.2 - Dept/School submit Written Response to AAandR by specified deadline
AAandR sends Dept/ School Written Response to student (appellant) with request for Concluding Comments
S3.3 Appellant submits Concluding Comments to AAandR by specified deadline
AAandR send case to Investigating Officer
S3.4 - INVESTIGATING OFFICER DECIDES WHETHER OR NOT THE APPELLANT HAS MADE A PRIMA FACIE CASE and informs AAandR
AAandR Notify Appellant and Dept/School
S3.4.1 - Prima Facie Case
S3.4.2 - No Prima Facie Case (Reasons given)
S3.5- S3.11 - Committee on Applications Hearing Appellant And Dept/School Rep(s) asked to be available
S3.12 - DECISION Upheld
S3.12 – DECISION Rejected (Reasons given)
S3.12 – DECISION Deferred pending further action
S3.13 – Appellant submits an Appeal to the PVC via AAandR (max 4 weeks)
PVC Reviews the case together with the Appellant's Appeal against the decision of the Committee
DECISION Upheld
DECISION Rejected (Reasons given)
S7 - Appeal in the University Closed Appellant may petition the Office of the Independent Adjudicator (OIA)