

Academic Integrity Appeal Form

Instructions

- This form should be used by students to submit an appeal against a decision of substantiated academic misconduct. It must be completed in full and supported by relevant evidence.
- Appeals will only be reviewed if there is evidence that in the course of determination of an outcome the [TAFE NSW Academic Integrity Policy and Procedure](#) have been breached. It is your responsibility to attach any relevant documentation to support the grounds of your appeal.
- Complete all sections of this form, including signature and date. It is very important that you provide all the requested information and provide all the relevant evidence available to you.
- Attach a copy of the Notification of Academic Misconduct letter to this submission.
- Any personal information which is received in the course of dealing with your Academic Integrity Appeal will be treated as confidential. Such information will be kept, used and shared, where necessary and appropriate with other members of TAFE NSW Higher Education staff, only for the purpose of investigating and determining the outcome of your appeal.
- The form must be submitted no later than four weeks after you were informed of the decision against which you are now appealing. Requests received after this deadline will not normally be considered.
- This completed form should be submitted with all documentary evidence and personal statement to the Dean of Higher Education at tafedegrees@tafensw.edu.au.

Student Details

Student name: _____

Student number: _____

Course code & name: _____

Subject code & name: _____

Semester/Year: _____

Campus: _____

Explanation of the incident you are appealing

Write a detailed explanation to demonstrate why the outcome of the substantiated case of academic misconduct should be reviewed. Note that appeals will only be reviewed if there is evidence that in the course of determination of an outcome the [TAFE NSW Academic Integrity Policy and Procedure](#) have been breached. It is your responsibility to attach any relevant documentation to support the grounds of your appeal.

Evidence/supporting documentation

Please list all the documents that you are providing to support your appeal. Where documents are to follow, please indicate when they will be provided.

Student Declaration

Please note that if this section is incomplete, the appeal cannot be considered.

As the appellant, by submitting this appeal and supporting documentation:

I declare that the information given is true and accurate to the best of my knowledge.

I declare that I have consulted the Academic Integrity Procedure prior to completing the form.

I note that the information and documentation in this appeal will be shared in order for TAFE NSW Higher Education to fully consider the appeal. I note that this may include those required to respond to the grounds I have raised.

Student Signature: _____ Date: _____