



Appeal Form

Section 1: Student Details	
Student Name:	
Student ID:	Course/Program:
Contact No:	Email Address:

Section 2: Reason for Appealing <i>(Please tick as appropriate)</i>			
Outcome of	☐ Late Enrolment	☐ Assessment Marks	☐ Others: _____
Refusal of	☐ Leave of Absence	☐ Release	☐ Refund
Intention to Report (ITR) for	☐ Non-payment	☐ Misbehavior	☐ Attendance

Section 3: Details of Your Grounds for Appeal <i>(Attach documentary evidence and any additional pages if required)</i>		
For late enrolment, indicate the subjects you wish to enroll in:		
Course	Day	Time
Student Signature:	Date:	
Received by:	Date:	

Section 4: Office Use Only	
Appeal Successful?	Yes No
Further Details:	
Name:	Date: