

**Recommended Support Strategy Appeals Procedure – Stage 3 (Review/Appeal)**

This form is to be completed for all appeals to be dealt with **under Stage 3 of the Recommended Support Strategies Appeals Procedure** and should be sent to:

Nicole Holt

University of Salford

Salford

M5 4WT or via e-mail to [DSOadmin@salford.ac.uk](mailto:DSOadmin@salford.ac.uk)

**This form should only be used if you have received the outcome of a Stage 2 Appeal and you are dissatisfied with the outcome.**

Independent help and advice about completing this form can be obtained from the Academic Advisors in the Students' Union. Please telephone 0161 351 5400 or e-mail [advicecentre-ussu@salford.ac.uk](mailto:advicecentre-ussu@salford.ac.uk) to make an appointment.

The Recommended Support Strategy Appeals Procedure is available at:

<http://www.salford.ac.uk/__data/assets/pdf_file/0009/995931/RecommendedSupportStrategyAppealsProcedure.pdf>

# Details of Appeal

|  |  |
| --- | --- |
| Name: | Student Number: @ |
| Programme: | Level: |
| School: | Year of Study: |
| Address for correspondence:  Postcode:  Email:  Telephone Number: | |

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| **An appeal/request for review can only be submitted on one or more of the following grounds. Please indicate the ground(s) for your appeal by ticking the appropriate box.** | |
| 1. that there was a procedural irregularity at Stage 2 of the Recommended Support Strategy Appeals Procedure which has materially disadvantaged the student; |  |
| 1. the emergence of new and relevant evidence which, for good and reasonable cause, was not available during Stage 2 |  |
| 1. that evidence is available to show that the outcome reached at an earlier stage was manifestly unreasonable. In this context, unreasonable shall be taken to mean perverse, i.e. that the outcome was not a possible conclusion which a similar hearing or process of consideration might have reached. |  |
| **In relation to the ground(s) you have indicated above (A, B or C), please explain for each relevant ground why you are dissatisfied with the response you have received at Stage 2 of the Recommended Support Strategy Appeals Procedure.** | |
| **Ground A**  Please explain why you believe that there was a ‘procedural irregularity’ in how your case has been considered at a previous stage of the process and how you believe this has affected the outcome. | |
| **Ground B**  Please list the evidence you intend to use, explain why this was not available at an earlier stage of the procedure and its relevance to your case (attach any relevant information). | |
| **Ground C**  Please explain why you believe the outcome reached at an earlier stage was ‘manifestly unreasonable’ and the evidence you wish to use to support this (attach any relevant information). | |

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| **Please indicate, without prejudice, what outcome or further action you are expecting:** |
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| Declaration I declare that the information given in this form is true, and that I would be willing to answer further questions relating to it if necessary. | |
| Signed: | Date: |

Version 1: 5 December 2016