

Late Appeal Form - SAL



This form is to be used solely where a student seeks permission to submit an academic appeal after the expiry of the prescribed deadline set out in the University's Academic Appeals Procedure and Guidance.

Your Details

Name (in full)	
Student (B) Number	
Programme Title	
Programme Code	
Faculty	

Before completing the following section, students should consult the University's Guidance on Appeals, and specifically Section 2, which provides guidance on Late Appeals. The guidance explains the principles applied by the University when determining whether a late appeal may be admitted for consideration.

The purpose of this application is limited to determining whether the University should exercise its discretion to accept an appeal submitted outside the prescribed timeframe. The University will not, at this stage, consider the substantive merits, grounds, strength or likely outcome of the proposed appeal itself.

As a result, the information on this form should be specific and exclusive to:

1. The reasons the appeal was not submitted within the prescribed timeframe;
2. The reasons why it was not reasonably practicable to submit the appeal in time;
and
3. The reasons why the appeal was submitted as soon as it became reasonably practicable to do so.

The decision whether to admit a late appeal is a preliminary procedural determination only and does not indicate any view by the University as to the validity or merits of the proposed appeal itself.

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Reason(s) for lateness in submitting appeal

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