****

# Academic Appeal – Request for Review Form

**This form may be completed electronically or handwritten (please use additional pages as required)**

For assistance with completion of this form, please contact the Student Services team, Student’s Union, or the Assistant Registrar (Quality and Governance).

**You must ensure you append the original academic appeal form and the formal response.**

|  |
| --- |
| **1. Personal Details** |
| **Name:** | **Telephone Number:** |
| **Please tick the ground/s upon which you are requesting a review:** |
| Procedure implemented improperly |  | Significant new evidence |  |
| Outcome not reasonable in circumstances |  |  |
| 1. **Details of any new evidence**
 |
| 1. **Please state why you do not consider the outcome of the formal academic appeal process to be satisfactory.**
 |
| **Signed**:**Date**: |

**Send the completed form and enclosures to the Academic Standards Manager in the Quality & Governance team at** **j.morgan@trinitylaban.ac.uk****.**