Student Academic Appeal Form APPEALS OF ACADEMIC INTEGRITY COMMITTEE DECISIONS





Thompson Rivers University (TRU) recognizes that although most students experience no concerns regarding their education, some students occasionally experience challenges with how academic outcomes have been assessed including decisions relating to academic integrity. Students can appeal to have an academic integrity claim re-evaluated if they feel the decision-makers did not follow the proper procedures in arriving at their decision. See Senate policy <u>ED 5-0</u> – Student Academic Integrity and <u>ED 4-0</u> - Student Academic Appeals for full policy details.

Instructions

- Students, use this form to submit a request for a formal appeal of an Academic Integrity Committee (AIC) decision.
- Complete all sections of this form and submit by email to **studentaffairs@tru.ca** or in person at Old Main 1631 within 30 days of the AIC decision in question.
- Pay the Appeal Fee of \$32.29 in person at Old Main 1614 or by phone at 250.371.5646.
- If you have questions or need assistance, contact the Office of Student Affairs at studentaffairs@tru.ca.

STUDENT AND COURSE INFORMATION	
Student name:	_ Student email address:
Student ID #:	_ Student phone number:
Course acronym and #:	_ Instructor name:
Course title:	
Academic Term: (choose one)	
Academic Integrity Case #:	

Important to note

- All statements and documentation submitted may be shared with the instructor, Chair, Dean or designate, Academic Integrity Committee Chair, and members of the Appeal Hearing Panel
- · The Dean or designate and the Academic Integrity Committee Chair will also be permitted to submit supporting documentation
- Please respect the privacy of others and ensure no other student names or contact information are included in your statements above or in any supporting documents attached.
- If the Appeal Hearing Panel rules in favour of your appeal, your academic integrity case will be re-adjudicated by the Academic Integrity Committee while ensuring proper procedures are followed.

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SUMMARY OF APPEAL Use this space to provide a brief description of how the procedures outlined in the Student Academic Integrity policy were not followed in regards to your academic integrity case, and/or attach a personal statement	
Attachments	
Please include copies of any supporting documentation you wish to include for the Appeal Hearing may include:	Panel to review. Supporting documentation
 A personal statement regarding any extenuating circumstances and/or the impact of the issue Copies of email or written communications relating to your academic integrity case 	e being appealed (maximum 500 words)
Graded work with instructor comments	
Proof of appeal fee payment	
Submission checklist	
☐ I've identified how proper procedures were not followed in my academic integrity case	
☐ I've provided evidence to support my appeal	
☐ I confirm that the information I've provided is truthful and accurate	
☐ I've paid the appeal fee	
Signature of Applicant	Date Submitted (yyyy/mm/dd)

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