

You've been informed your studies have been terminated on academic grounds

If neither of these apply to you, then you cannot appeal

1) Can I appeal?

Extenuating personal circumstances that the University does not know about and you could not tell the University about when you were having difficulties
and/or
Assessment/exam conducted poorly, or academic rules were not followed properly

You have **5 working days** to make a Stage 1 Appeal

2) Stage 1 Appeal Form

Possible outcomes:
- Agree with your appeal and reinstate your studies without conditions
- Agree with your appeal and reinstate your studies with conditions
- Reject the appeal

The Dean will review your case

If the Dean rejects your appeal, you can pursue a Stage 2 Appeal

3) Stage 2 Appeal Form

You have **10 working days** to write your Stage 2 Appeal Form

Plus **optional 10 working days** to give further information, but only use this if absolutely necessary i.e. it's taking a while to get medical evidence

Senate Assessors will review your case

Possible outcomes:
- Refer the appeal back to School or Dean with recommendations
- Recommend there should be a new Board of Adjudication when the appeal is about an academic misconduct judgement on procedural grounds
- Decide that this case should not go to a Senate Appeal Hearing
- Decide that your case can go to a Senate Appeal Hearing

You will receive your outcome letter **within 10 working days**

The decision is final

4) Senate Appeal Hearing

You'll get **10 working days' notice** of the date of the hearing, which is always in person
Submit additional documents, the name of who will accompany you, and names of character witnesses **7 working days before your hearing**

You'll usually receive the outcome **within 10 working days** of the decision

Possible outcomes:
- Reject the appeal, and your studies are terminated
- Decided a new board should reconsider the decision
- Uphold the appeal totally or partially, with or without conditions

This is the last stage of University procedures. If you still feel that the University's decision is inaccurate or unfair, you can contact the Scottish Public Services Ombudsman to externally review your appeal.