

VICTORIA COLLEGE APPEAL FORM

Any student wishing to initiate an appeal should complete this form.

(Financial aid appeals are handled by the Financial Aid Office, enforced withdrawal appeals are handled by the Advising & Counseling Office, and parking tickets appeals are handled by Student Activities Office.)

Section I: Contact Information

Name: _____ ID#: _____
Email: _____ Phone: _____
Address: _____

Section II: Check type of appeal

- Disciplinary (suspension, dismissal)
- Instructional
- Harassment & Discrimination
- Other

Section III: Complete the following. Provide documentation (letter, email) of decision being appealed.

1. State the reason(s) for your appeal.

2. State the expected outcome of the appeal.

Student signature _____ Date _____

VC Employee
signature _____ Date _____

Completed form may be submitted electronically (email) or submitted to the appropriate VC Department as designated in the appeal process (provide link to handbook).

VICTORIA COLLEGE USE ONLY: Notify student of decision

Reversed decision Upheld decision

Letter Hand-delivered E-mail Date: _____